

**Subject:** PRA - CASE #22157  
**From:** Mario Hernandez <mario.hernandez@lacity.org>  
**To:** ELA PRA <ela.pra@lacity.org>  
**Date Sent:** Tuesday, July 3, 2018 4:39:07 PM GMT-07:00  
**Date Received:** Tuesday, July 3, 2018 4:39:51 PM GMT-07:00

---

Thank you.

Mario Hernandez  
Neighborhood Council Advocate

**Department of Neighborhood Empowerment**  
200 N. Spring Street, Suite 2005  
Los Angeles, CA 90012  
Office | (213) 473-7472 Fax | (213) 978-1751  
Email | [Mario.Hernandez@LACity.org](mailto:Mario.Hernandez@LACity.org) Web | [www.EmpowerLA.org](http://www.EmpowerLA.org)



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EMPOWER LA™**  
Department of  
NEIGHBORHOOD EMPOWERMENT



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**EMPOWERLA LEADERSHIP ACADEMY**

## Forwarded conversation

**Subject: PICO NC - General Board Agenda and Attachments For Wednesday, June 13, 2018 at 7:00 p.m.**

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From: **Brad Kane** <[president@piconc.com](mailto:president@piconc.com)>  
Date: Sat, Jun 9, 2018 at 11:23 AM  
To: Reed McLurkin <[senior@piconc.com](mailto:senior@piconc.com)>, Sylvester Robertson <[picfairvillage@piconc.com](mailto:picfairvillage@piconc.com)>, Joseph Gauthier <[carthaysquare@piconc.com](mailto:carthaysquare@piconc.com)>, Chelsea Willett <[atlarge1@piconc.com](mailto:atlarge1@piconc.com)>, Ron Geiger <[wilshirehighlands@piconc.com](mailto:wilshirehighlands@piconc.com)>, Alma Stent <[REDACTED]> Agnes Copeland <[REDACTED]> Rich Mannino <[wilshirevista@piconc.com](mailto:wilshirevista@piconc.com)>, Yvonne Smith <[neighborsunited@piconc.com](mailto:neighborsunited@piconc.com)>, Daniel Sosa <[nonprofit@piconc.com](mailto:nonprofit@piconc.com)>, Sharon Christie <[southcarthay@piconc.com](mailto:southcarthay@piconc.com)>, [education2@piconc.com](mailto:education2@piconc.com), Marilouse Morgan <[REDACTED]> Michael Johnson <[business1@piconc.com](mailto:business1@piconc.com)>, Chelsea Willett <[education1@piconc.com](mailto:education1@piconc.com)>, Daniel Sosa <[employee@piconc.com](mailto:employee@piconc.com)>, Walter Dominguez <[redondosycamore@piconc.com](mailto:redondosycamore@piconc.com)>, [Elizabeth.carlin@lacity.org](mailto:Elizabeth.carlin@lacity.org), [ncsupport@lacity.org](mailto:ncsupport@lacity.org), David Dahlke <[REDACTED]>, Robert Oliver <[robert.oliver@lacity.org](mailto:robert.oliver@lacity.org)>, "Kaufler, Melissa" <[Melissa.Kaufler@asm.ca.gov](mailto:Melissa.Kaufler@asm.ca.gov)>, [REDACTED] <[\[REDACTED\]@ucla.edu](mailto:[REDACTED]@ucla.edu)> Mario Hernandez <[mario.hernandez@lacity.org](mailto:mario.hernandez@lacity.org)>

Dear Fellow Board Members and Interested Parties,

Attached please find the PICO NC - General Board Agenda and Attachments for Wednesday, June 13, 2018 at 7:00 p.m.

Hope to see you there!

(Please note that we did NOT receive the Revised Bylaws from DONE.)

Best,

Brad

Brad S. Kane

President



[www.piconc.com](http://www.piconc.com)

-----  
From: **Brad Kane** <[president@piconc.com](mailto:president@piconc.com)>

Date: Sat, Jun 9, 2018 at 11:25 AM

To: Reed McLurkin <[senior@piconc.com](mailto:senior@piconc.com)>, Sylvester Robertson <[picfairvillage@piconc.com](mailto:picfairvillage@piconc.com)>, Joseph Gauthier <[carthaysquare@piconc.com](mailto:carthaysquare@piconc.com)>, Chelsea Willett <[atlarge1@piconc.com](mailto:atlarge1@piconc.com)>, Ron Geiger <[wilshirehighlands@piconc.com](mailto:wilshirehighlands@piconc.com)>, Alma Stent <[REDACTED]> Agnes Copeland <[REDACTED]> Rich Mannino <[wilshirevista@piconc.com](mailto:wilshirevista@piconc.com)>, Yvonne Smith <[neighborsunited@piconc.com](mailto:neighborsunited@piconc.com)>, Daniel Sosa <[nonprofit@piconc.com](mailto:nonprofit@piconc.com)>, Sharon Christie <[southcarthay@piconc.com](mailto:southcarthay@piconc.com)>, [education2@piconc.com](mailto:education2@piconc.com), Marilouse Morgan <[REDACTED]> Michael Johnson <[business1@piconc.com](mailto:business1@piconc.com)> [REDACTED]  
Chelsea Willett <[REDACTED]> [education1@piconc.com](mailto:education1@piconc.com), Daniel Sosa <[REDACTED]> [employee@piconc.com](mailto:employee@piconc.com), Walter Dominguez <[REDACTED]> [redondosycamore@piconc.com](mailto:redondosycamore@piconc.com), [Elizabeth.carlin@lacity.org](mailto:Elizabeth.carlin@lacity.org), [ncsupport@lacity.org](mailto:ncsupport@lacity.org), David Dahlke <[REDACTED]> Robert Oliver <[robert.oliver@lacity.org](mailto:robert.oliver@lacity.org)>, "Kaufler, Melissa" <[Melissa.Kaufler@asm.ca.gov](mailto:Melissa.Kaufler@asm.ca.gov)>, [REDACTED] <[REDACTED]> @ [ucla.edu](http://ucla.edu), [REDACTED] Mario Hernandez

<[mario.hernandez@lacity.org](mailto:mario.hernandez@lacity.org)>

Here are the rest of the attachments.

Brad S. Kane

President



[www.piconc.com](http://www.piconc.com)

---

**From:** Brad Kane <[president@piconc.com](mailto:president@piconc.com)>

**Sent:** Saturday, June 09, 2018 11:23 AM

**To:** 'Reed McLurkin' <[senior@piconc.com](mailto:senior@piconc.com)>; 'Sylvester Robertson' <[picfairvillage@piconc.com](mailto:picfairvillage@piconc.com)>; 'Joseph Gauthier' <[carhaysquare@piconc.com](mailto:carhaysquare@piconc.com)>; 'Chelsea Willett' <[atlarge1@piconc.com](mailto:atlarge1@piconc.com)>; 'Ron Geiger' <[wilshirehighlands@piconc.com](mailto:wilshirehighlands@piconc.com)>; Alma Stent (<[REDACTED]> Agnes Copeland (<[REDACTED]> 'Rich Mannino' <[wilshirevista@piconc.com](mailto:wilshirevista@piconc.com)>; 'Yvonne Smith' <[neighborsunited@piconc.com](mailto:neighborsunited@piconc.com)>; 'Daniel Sosa' <[nonprofit@piconc.com](mailto:nonprofit@piconc.com)>; 'Sharon Christie' <[southcarthay@piconc.com](mailto:southcarthay@piconc.com)>; 'education2@piconc.com' <[education2@piconc.com](mailto:education2@piconc.com)>; Marilouse Morgan (<[REDACTED]> 'Michael Johnson' <[REDACTED]> 'business1@piconc.com' <[business1@piconc.com](mailto:business1@piconc.com)>; 'Chelsea Willett' <[REDACTED]> 'education1@piconc.com' <[education1@piconc.com](mailto:education1@piconc.com)>; 'Daniel Sosa' <[REDACTED]> 'employee@piconc.com' <[employee@piconc.com](mailto:employee@piconc.com)>; Walter Dominguez (<[REDACTED]> 'redondosycamore@piconc.com' <[redondosycamore@piconc.com](mailto:redondosycamore@piconc.com)>; 'Elizabeth.carlin@lacity.org' <[Elizabeth.carlin@lacity.org](mailto:Elizabeth.carlin@lacity.org)>; 'ncsupport@lacity.org' <[ncsupport@lacity.org](mailto:ncsupport@lacity.org)>; David Dahlke <[REDACTED]> Robert Oliver <[robert.oliver@lacity.org](mailto:robert.oliver@lacity.org)>; 'Kaufler, Melissa' <[Melissa.Kaufler@asm.ca.gov](mailto:Melissa.Kaufler@asm.ca.gov)>; 'tconsidine@conet.ucla.edu' <[tconsidine@conet.ucla.edu](mailto:tconsidine@conet.ucla.edu)>; 'Mario Hernandez' <[mario.hernandez@lacity.org](mailto:mario.hernandez@lacity.org)>

**Subject:** PICO NC - General Board Agenda and Attachments For Wednesday, June 13, 2018 at 7:00 p.m.

-----

From: **NC Support** <[ncsupport@lacity.org](mailto:ncsupport@lacity.org)>

Date: Sat, Jun 9, 2018 at 12:09 PM

To: Brad Kane <[president@piconc.com](mailto:president@piconc.com)>

Cc: Reed McLurkin <[senior@piconc.com](mailto:senior@piconc.com)>, Sylvester Robertson <[picfairvillage@piconc.com](mailto:picfairvillage@piconc.com)>, Joseph Gauthier <[carthaysquare@piconc.com](mailto:carthaysquare@piconc.com)>, Chelsea Willett <[atlarge1@piconc.com](mailto:atlarge1@piconc.com)>, Ron Geiger <[wilshirehighlands@piconc.com](mailto:wilshirehighlands@piconc.com)>, Alma Stent <[REDACTED]> Agnes Copeland <[REDACTED]> Rich Mannino <[wilshirevista@piconc.com](mailto:wilshirevista@piconc.com)>, Yvonne Smith <[neighborsunited@piconc.com](mailto:neighborsunited@piconc.com)>, Daniel Sosa <[nonprofit@piconc.com](mailto:nonprofit@piconc.com)>, Sharon Christie <[southcarthay@piconc.com](mailto:southcarthay@piconc.com)>, [education2@piconc.com](mailto:education2@piconc.com), Marilouse Morgan <[REDACTED]> Sophia Reid <[REDACTED]> Michael Johnson <[REDACTED]> Laura Anderson <[business1@piconc.com](mailto:business1@piconc.com)>, Chelsea Willett <[REDACTED]> Troy Pade <[REDACTED]> Hydee Feldstein <[education1@piconc.com](mailto:education1@piconc.com)>, Daniel Sosa <[REDACTED]> [employee@piconc.com](mailto:employee@piconc.com), Walter Dominguez <[REDACTED]> Amy Williams <[redondosycamore@piconc.com](mailto:redondosycamore@piconc.com)>, Liz Carlin <[Elizabeth.carlin@lacity.org](mailto:Elizabeth.carlin@lacity.org)>, David Dahlke <[REDACTED]> Robert Oliver <[robert.oliver@lacity.org](mailto:robert.oliver@lacity.org)>, "Kaufler, Melissa" <[Melissa.Kaufler@asm.ca.gov](mailto:Melissa.Kaufler@asm.ca.gov)>, Mary Yurkonis <[REDACTED]> Sue Beidleman <[REDACTED]> "Considine, Traci" <[REDACTED]> [ucla.edu](mailto:ucla.edu), [REDACTED] Mario Hernandez <[mario.hernandez@lacity.org](mailto:mario.hernandez@lacity.org)>

Dear Neighborhood Council,

Thank you for your email. Your request has been posted to the ENS website.

--

Best Regards,  
NC Support Team

**Department of Neighborhood Empowerment**

[200 N. Spring Street, Suite 2005](#)

[Los Angeles, CA 90012](#)

Office | [213-978-1551](tel:213-978-1551) Fax | [213-978-1751](tel:213-978-1751)

Email | [EmpowerLA@lacity.org](mailto:EmpowerLA@lacity.org) Web | [www.EmpowerLA.org](http://www.EmpowerLA.org)



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Unit Price

Qty.

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Delivery  
Estimated delivery 1-3  
business days To 90001  
Store Pickup Not Available

\$7.49 case

8

\$59.92



Hammermill® Color Copy Paper, 8  
1/2" x 11", 28 Lb, Case Of 5 Reams  
Item # 652430

Delivery  
Estimated delivery 1-3  
business days To 90001  
Store Pickup Not Available

\$54.79 carton

1

\$54.79



Office Depot® Brand Multiuse Paper,  
Letter Size, 94 Brightness, 20 Lb,  
White, 500 Sheets Per Ream, Case  
Of 8 Reams  
Item # 358955

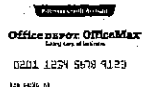
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 <b>8' x 36" Liquid Repellent Fitted Tablecloth Digitally Printed</b> <a href="#">Edit</a> \$251.49 <input type="text" value="2"/> \$502.98 <b>Select Production Time</b> 3-Day Production (Included) <b>Select Color</b> Royal Close to PMS 2945) <b>Select Size</b> 30" X 96" X 36" <b>Select Style</b> 3 Sided Pleated Corners <b>Do You Require Artwork Services</b> My Artwork is Print Ready <b>Carry/Travel Bag (One Bag Supplied Per Tablecloth Ordered)</b> Clear Vinyl Carry Bag With Zipper Measures 15" x 1 ...			
 <b>6' x 36" Liquid Repellent Fitted Table Cover Digitally Printed</b> <a href="#">Edit</a> \$234.49 <input type="text" value="2"/> \$468.98 <b>Select Production Time</b> 3-Day Production (Included) <b>Select Fitted Table Cover Color</b> Royal Close to PMS 2945) <b>Select Size</b> 30" X 72" X 36" <b>Select Fitted Style</b> 3 Sided Pleated Corners <b>Do You Require Artwork Services</b> My Artwork is Print Ready <b>Carry/Travel Bag (One Bag Supplied Per Tablecloth Ordered)</b> Clear Vinyl Carry Bag With Zipper Measures 15" x 1 ...			

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Country \*

Subtotal	\$971.86
Shipping & Handling (United Parcel Service (UPS) - UPS Ground)	\$24.70
<b>Grand Total</b>	<b>\$996.66</b>



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- ☐ UPS Next Day Air \$113.10
- ☐ UPS Next Day Air Early A.M. \$267.64

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Product Options



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**\$335.49**  
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**ePromos Best Value Gildan 100% Cotton Logo T-Shirt - Colors****Quantity:** 0 Small, 6 Medium, 10 Large, 10 XL, 10 2XL (add'l 3.00), 0 3XL (add'l 4.75)

Product Options



&lt; Update Customization

**\$251.84**  
Save \$18.00

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Shipping Zip Code

90019

## Your Order

**Port & Company V-Neck Custom T-Shirts - Women's - Dark Colors** **\$335.49****Est. Delivery Date:** Fri, Jun 15  
**NEED IT FASTER?**

Shipping Method

UPS Ground - \$18.92

\$18.92

**ePromos Best Value Gildan 100% Cotton Logo T-Shirt - Colors** **\$251.84****Estimated Delivery Date:** Tuesday, Jun 19  
**NEED IT FASTER?**

UPS Ground - \$43.28

**Estimated Tax Total** \$23.92**Estimated Order Total** **\$673.46**

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Fiscal Year  
2018 -2019

Office of the City Clerk  
Neighborhood Council Funding Program  
Fiscal Year Administrative Packet

Neighborhood Council: \_\_\_\_\_

## Summary

As the Neighborhood Councils (NCs) transition from Fiscal Year 2017-18 to Fiscal Year 2018-19, the Office of the City Clerk has identified the need for a more comprehensive approach to ensure a complete record of all items that support the NCs fiscal and administrative operations, to include an annual budget, office space requirements, etc. In an effort to make the submission and processing of these items simpler and more streamlined, this Office has created the 2018-19 Fiscal Year Administrative Packet.

## Goal(s)

The goal(s) of the Administrative Packet is to make it easier for NCs to identify, plan, and confirm, via a board vote, all fiscal and administrative requirements upfront each year so that our Office can prepare for and process funding requests and resulting contracts judiciously and expeditiously.

## Procedure

On a yearly basis, we will be requiring each NC to discuss, prepare and approve the Administrative Packet. Once the packet has been voted on by the board, the packet and the BAC is to be submitted to the NC Funding Program by the due date below.

Please complete the full packet and take board action to confirm the information. Each packet contains the following items listed below:

- ☐ Letter of Acknowledgement – Signed by all Financial Officers
- ☐ Completed Budget
- ☐ Request for Office Space, Meeting Space, Storage Facility, Post Office Box (P.O. Box), and Website Services

Please have a completed packet and the corresponding Board Action Certification (BAC) emailed to [clerk.ncfunding@lacity.org](mailto:clerk.ncfunding@lacity.org) by **July 30, 2018**.

As we await your packet submission, per NC Funding Policy 1.1 section 1.b, access to your funds will be limited to \$333.00, until the budget and all other requested documents (administrative packet) have been received.

If you have questions or require any assistance regarding the packet, please feel free to email us at [clerk.ncfunding@lacity.org](mailto:clerk.ncfunding@lacity.org) or call us at 213-978-1058.

## **NEIGHBORHOOD COUNCIL FUNDING PROGRAM \**

### **LETTER OF ACKNOWLEDGEMENT**

We, the undersigned, do hereby declare that as a result of an official action of the Governing Body of the Neighborhood Council (NC) named below:

- (1) we are authorized to request City funding to support NC general operations,
- (2) all items or services described or included in any related funding requests are exclusively intended to further the goals and objectives of the Neighborhood Council, and
- (3) all reasonable precautions shall be exercised by the undersigned to fully safeguard, control and account for all use of funds. Proper accountability of all City funds is critical to the success of the NC Funding Program.

Therefore, by the signature(s) below, and on behalf of the Neighborhood Council named below, WE HEREBY AGREE to the terms and conditions as set forth in this Letter of Acknowledgement and all related documents as provided by the City, agree to expend funds in accordance with any applicable City rules, policies or procedures, and specifically agree to expend monies received by the Office of the City Clerk solely for public purposes relating to the goals and purposes of the Neighborhood Council named below, consistent with the scope and authority under the City Charter, the Plan for a Citywide System of Neighborhood Councils and any implementing ordinances. We have attended and participated in the City-provided training relating to the NC Funding Program.

WE FURTHER ACKNOWLEDGE and WE AGREE to comply with any requirements regarding use of the NC funds. WE AGREE to provide NC financial reports and/or supporting documentation to the Office of the City Clerk, Neighborhood Council Funding Program as requested and at monthly meetings to the Governing Body and stakeholders of the NC named below. WE AGREE that the Office of the City Clerk and other City representatives may make on-site visits to inspect and review all NC financial records, upon providing reasonable advance notice to the NC Treasurer or designated representatives.

WE ACKNOWLEDGE THAT A NEW LETTER OF ACKNOWLEDGEMENT MUST BE FILED IF THERE IS ANY CHANGE OF PERSONS WHO ARE AUTHORIZED TO APPROVE EXPENSES OR TO REQUEST FUNDING.

### **BANK CARD AGREEMENT OF RESPONSIBILITIES**

This document outlines the responsibilities that I, as the Neighborhood Council Bank Card Holder, have as the primary custodial holder of a City Los Angeles Neighborhood Council (NC) Bank Card, referred herein as "the card" for the Neighborhood Council named below. My signature indicates that I have read and understand these responsibilities and further, that I agree to adhere to the guidelines established by the Office of the City Clerk and approved by the City Controller for the use of City funding as it relates to the Neighborhood Council Funding Program.

1. I understand that the City of Los Angeles Neighborhood Council Card is intended to facilitate the purchase and payment of materials required for the conduct of official Neighborhood Council business only.
2. I understand that under no circumstances will I use the Card to make personal purchases either for myself or for others. The Card is issued in the name of the Neighborhood Council and I serve as the Card custodian. I agree that should I willfully violate the terms of this Agreement and use of the Card for personal use or gain that I will reimburse the City of Los Angeles for all incurred charges and any fees related to the collection of those charges.
3. Uses of the Card not authorized by the Office of the City Clerk can be considered misappropriation of City funds. This could result in (a) immediate and irrevocable forfeiture of the Card, and /or (b) potential de-

certification action. I understand that the Card must be surrendered upon termination of any official position with the Neighborhood Council to which the card is issued. I agree to maintain the Card with appropriate security whenever and wherever I or any other authorized person may use the Card. If the Card is stolen or lost, I agree to immediately notify the Office of the City Clerk.

4. I understand that since the Card is the property of the Bank and authorized for issue by the City of Los Angeles, I am required to comply with internal control procedures designed to protect City assets. This may include being asked to produce the Card, receipts, and/or statements to validate its existence and to audit its use.

5. I understand that I will have access to the Funding Program System portal via the Internet where all card transactions will be posted by the Bank when the card is used. I understand that I am required to obtain itemized receipts for all card transactions and upload the itemized receipts to the Funding Program System portal to verify the posted card transaction. Uploading the required itemized receipt is necessary for my NC Monthly Expenditure Report (MER) to be generated by the Funding Program System portal. The MER must be reviewed and approved by the NC Governing Board before being submitted to the Office of the City Clerk as a complete Report.

6. I understand that all transactions on the Card will reduce the funds available to the NC. I understand that the Bank will not accept any limit increases from me.

7. I agree to make only those purchases consistent with the type of purchases authorized by the Office of the City Clerk and approved by the NC Governing Board.

8. I understand that the Card is solely provided to the designated NC cardholder and that assignment of the Card is based on the understanding that I need to purchase materials required for the conduct of Neighborhood Council business. I understand that custodial possession of the Card is not an entitlement nor reflective of title or position.

9. I have signed and received a copy of the Letter of Acknowledgement regarding the Neighborhood Council Funding Program, have attended and completed the training regarding the Funding Program and the Card, and understand the requirements and limitations regarding the Card's use.

### **Neighborhood Council Financial Officers - Names and Signatures:**

#### **Treasurer**

\_\_\_\_\_  
SIGNATURE OF THE TREASURER

\_\_\_\_\_  
DATE

\_\_\_\_\_  
PRINT NAME OF THE TREASURER

\_\_\_\_\_  
EMAIL

\_\_\_\_\_  
BOARD POSITION

\_\_\_\_\_  
PHONE NUMBER



**Second Signer**

---

SIGNATURE OF THE 2<sup>nd</sup> SIGNER

---

DATE

---

PRINT NAME OF THE 2<sup>ND</sup> SIGNER

---

EMAIL

---

BOARD POSITION

---

PHONE NUMBER

**Bank Cardholder**

---

SIGNATURE OF THE BANK CARD HOLDER

---

DATE

---

PRINT NAME OF THE BANK CARD HOLDER

---

EMAIL

---

BOARD POSITION

---

PHONE NUMBER

**Alternate Signer** (If not applicable, please indicate "N/A")

---

SIGNATURE OF THE ALTERNATE SIGNER

---

DATE

---

PRINT NAME OF THE ALTERNATE SIGNER

---

EMAIL

---

BOARD POSITION

---

PHONE NUMBER

## **Neighborhood Council Budget Template**

### **Budget for Fiscal Year 2018-2019**

This budget template is an optional tool, and your Neighborhood Council may submit a budget different from this template. Please note per the Neighborhood Council Funding Program Policies and Guidelines, Outreach, Elections, Community Improvement Projects, and Neighborhood Purposes Grants must be voted individually. A line item on the budget is not sufficient for Outreach, Elections, Community Improvement Projects, and Neighborhood Purposes Grants. For your convenience please find below the NC Funding Policy 1.1:

---

#### **NC Funding Program Policy 1.1 Annual Budget and Fiscal Year**

"The fiscal year of the City shall begin on July 1 or each year and shall end on June 30 of the following year." City of Los Angeles, Charter Sec. 310.

As an entity of the City of Los Angeles, the NCs adhere to the same fiscal calendar as the City of Los Angeles. Each fiscal year, the NCs will be given access to their annual allocation through the Office of the City Clerk's prescribed method.

#### **1. Annual Budget**

Pursuant to Los Angeles Administrative Code Section 22.810.1(g), NCs are to spend the funds on the functions, operations, outreach, and projects of a NC. The budget is a plan for the utilization of resources and expenditures.

- a. The budget is comprised of three expenditure categories:
  - i. General and Operational Expenditures (comprised of three subcategories)
    1. Office/Operational
    2. Outreach
    3. Elections
  - ii. Neighborhood Purposes Grants
  - iii. Community Improvement Projects
- b. NCs must submit a budget to Department of Neighborhood Empowerment, with an electronic copy to the Office of the City Clerk, NC Funding Program.
  - i. NCs that have not submitted a Budget will be limited to \$333.00/month for General and Operational expenditures for 3 months. If a budget is not submitted by the 4th month of the fiscal year, the NC's funds will remain frozen.

#### **2. Annual Budget Specific Line Items**

- a. The Office of the City Clerk will not accept specific line items in the annual budget as authorization for payments except for monthly recurring Office/Operations-related expenditures. These may include:
  - i. Office rent and office equipment lease payments
  - ii. Storage facility rent payments
  - iii. Telephone and Internet services
  - iv. Meeting refreshments and snacks
  - v. Website hosting and maintenance
  - vi. Professional services, i.e. translators and minute-takers for monthly meetings
- b. Outreach, Election, Neighborhood Purposes Grants, and Community Improvement Project expenditures require individual approval by the NC and cannot be authorized for payment in annual budgets as specific line items.

#### **3. Fiscal Year**

The Fiscal Year begins on July 1 and ends on June 30 of the following year.

Total Allocations	\$42,000
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Total of Office Expenditures	\$ 0.00

Outreach Expenditures	
Total of Outreach Expenditures	\$ 0.00

Election Expenditures	
Total Election Expenditures	\$ 0.00

<b>Community Improvement Projects</b>	
Total Community Improvement Projects	\$ 0.00

<b>Neighborhood Purposes Grants</b>	
Total Neighborhood Purposes Grants	\$ 0.00

<b>Total Budget Allocations</b>	
Subtotal Office Expenditure	\$ 0.00
Subtotal Outreach Expenditures	\$ 0.00
Subtotal Elections Expenditures	\$ 0.00
Total Office, Outreach, and Election Expenditures	\$ 0.00
Total Community Improvement Project Expenditures	\$ 0.00
Total Neighborhood Purposes Grants Expenditures	\$ 0.00
Total Expenditure for FY 2018-2019	\$ 0.00

### Request for Administrative Agreements

To start or renew a lease agreement for your Office Space, Meeting Space, Storage facilities, P.O. Boxes, and/or Website services please complete this form. If sections of the form do not apply to your Neighborhood Council please select NA on the sections that do not apply. After a lease agreement has been drafted from the information provided, the board must agendaize and approve the agreement at a future meeting date. The information provided on this form is to request an agreement; the vote taken to request an agreement does not replace the final vote a board takes to approve all particular information related to an agreement.

#### Office Lease Agreement Request:

<input type="checkbox"/> Renewal	<input type="checkbox"/> New	<input type="checkbox"/> Donated	<input type="checkbox"/> NA
Address:			
Phone Number:			
Property Owner (if known):			
Property Owner Address (if known):			
Property Owner Email (if known):			
Projected Monthly Cost:			
Donation Value (if applicable):			

#### Board Meeting Location:

<input type="checkbox"/> Renewal	<input type="checkbox"/> New	<input type="checkbox"/> Donated	<input type="checkbox"/> NA
Address:			
Property Owner (if known):			
Property Owner Address (if known):			
Property Owner Email (if known):			
Do you pay for the meeting location?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Donation Value (if applicable):			

#### Storage Facility Agreement Request:

<input type="checkbox"/> Renewal	<input type="checkbox"/> New	<input type="checkbox"/> NA
Name on Account:		
Storage Facility Address:		
Property Owner (if known):		
Property Owner Email (if known):		
Projected Monthly Cost:		

**PO Box Agreement Request:**

<input type="checkbox"/> Renewal <input type="checkbox"/> New <input type="checkbox"/> NA	
Name on Account:	
PO Box Address:	
Property Owner (if known):	
Property Owner Address (if known):	
Property Owner Email (if known):	
Projected Monthly Cost:	

**Website Services Request:**

<input type="checkbox"/> Renewal <input type="checkbox"/> New <input type="checkbox"/> NA	
Name of Website Services Provider:	
Service Provider Address:	
Service Provider Email:	
Service Provider Phone Number (if known):	
Type of Services Provided:	
Projected Monthly Cost:	

## Brad Kane

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**From:** Tari Kuvhenguwa <tari@fedesignandconsulting.com>  
**Sent:** Thursday, June 07, 2018 12:03 PM  
**To:** Brad Kane  
**Cc:** Yasha Jacob Michelson; David Dahlke; Hydee Feldstein  
**Subject:** Re: PICO NC - Request For Wednesday, June 13, 2018 Agenda  
**Attachments:** City Planning Report (CF 16-0738) - Permit Renewals.pdf

Hi Brad,

Hope this email finds you well. I'm unable to attend the June 13th meeting with Yasha, so I just wanted to send over some information and an explanation for Yasha's request to remove the term limit for Paper or Plastik. Please feel free to provide a copy of this email and the attached City Planning report (I've highlighted some brief excerpts on Pages 1-3) to the rest of the Board for the meeting to consider along with Yasha's comments he'll making at that time.

It's come to our attention that City Planning has been removing the term limits from alcohol cases, whether or not applicants explicitly request that. This policy is referenced in the attached public document, "REPORT BACK REGARDING OPEN FOR BUSINESS INITIATIVES; CF 16-0738, CF 16-0738 S1-S5". It is an attachment posted to City Council File #16-0738 (this City Council file is also known as "Open for Business Initiative / Conditional Use Permits Renewal").

This City Planning report can be found on the City Clerk's website here: <https://cityclerk.lacity.org/lacityclerkconnect/index.cfm?fa=ccfi.viewrecord&cfnumber=16-0738> . I've attached a copy of the report below with some highlighted sections that relate to Yasha's request to remove his CUP term limit for Paper or Plastik.

City Planning provided this report to City Council's PLUM committee and was signed by the Director of City Planning, Vince Bertoni. City Planning has been removing the "default term limits" from CUP renewals since early 2017 (see Page 2). They've been substituting out the language of the term limit with the following in case there are problems in the future (which is something the P.I.C.O Neighborhood Council has expressed concern over):

*"If at any time during the period of the grant, should documented evidence be submitted showing continued violation(s) of any condition(s) of the grant, resulting in a disruption or interference with the peaceful enjoyment of the adjoining and neighboring properties, the Zoning Administrator will have the right to require the petitioner(s) to file for a plan approval application together with the associated fees, to hold a public hearing to review the petitioner's compliance with and the effectiveness of the conditions of the grant. The petitioner(s) shall submit a summary and supporting documentation of how compliance with each condition of the grant has been attained."*

Additionally, City Planning has been collecting fees to fund their enforcement program. We've been told that this MVIP enforcement program (i.e. the Monitoring, Verification and Inspection Program) is coming on-line by this month. Yasha would like consideration to be treated in a comparable manner to the other applicants and good operators who are having their "default term limits" removed when they renew their CUP. P.I.C.O Neighborhood Council explicitly requesting the term limit to remain - despite the efforts made by their members and us to address previous concerns and conduct community outreach through canvassing surrounding blocks and collecting almost 200 support signatures (and finding overwhelming support, with no opposition cited) - is asking City Planning to hold Yasha to a different standard than other good operators for whom City Planning has been removing the default term limits. As he's discussed previously, renewing his CUP at the end of this term limit comes at great financial cost to him. City Planning has also recognized the financial burden placed on good operators by the permit renewal process and its associated fees (see Pages 1, 2, 3).

As I mentioned, I highlighted some sections that relate to the above in the City Planning report for reference (see attachment "City Planning Report (CF 16-0738) - Permit Renewals").

Thank you as always for your time and consideration..

Sincerely,



On Tue, May 29, 2018 at 11:38 AM, Brad Kane <[president@piconc.com](mailto:president@piconc.com)> wrote:

Yasha,

Thank you for the call indicating that the \$20,000.00 cost of renewing the conditional use permit every 5 years is cost prohibitive for Paper & Plastik. Based on your request, I will agendize making the CUB permanent on the General Board Meeting Agenda for Wednesday, June 13, 2018 at 7:00 p.m.

The Board Meeting will be at the Claude Pepper Senior Center located at 1762 La Cienega Blvd, Los Angeles, CA 90035

Brad S. Kane

President



[www.piconc.com](http://www.piconc.com)



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TARI KUVHENGUWA  
ASSOCIATE PLANNER

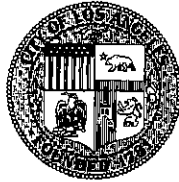
327 E. 2nd St #222  
Los Angeles CA 90012  
[fedesignandconsulting.com](http://fedesignandconsulting.com)  
T E L 213.687.6963 Ext 211

MICHAEL LOGRANDE  
CHIEF ZONING ADMINISTRATOR

ASSOCIATE ZONING ADMINISTRATORS

PATRICIA BROWN  
R. NICOLAS BROWN  
SUE CHANG  
LARRY FRIEDMAN  
LOURDES GREEN  
ERIC RITTER  
LINN K. WYATT  
MICHAEL S.Y. YOUNG  
MAYA E. ZAITZEVSKY

CITY OF LOS ANGELES  
CALIFORNIA



ANTONIO R. VILLARAIGOSA  
MAYOR

DEPARTMENT OF  
CITY PLANNING  
S. GAIL GOLDBERG, AICP  
DIRECTOR

OFFICE OF  
ZONING ADMINISTRATION  
200 N. SPRING STREET, 7<sup>TH</sup> FLOOR  
LOS ANGELES, CA 90012  
(213) 978-1318  
FAX: (213) 978-1334  
www.lacity.org/PLN

November 9, 2009

Harry Barseghian (A)(O)  
Harry's Auto Collision Center, Inc.  
1013 South La Brea Avenue  
Los Angeles, CA 90019

Jessica Beroukim (R)  
Craig Lawson & Co., LLC  
8758 Venice Boulevard, #200  
Los Angeles, CA 90034

CASE NO. ZA 2000-0454(ZV)(YV)(PA1)  
APPROVAL OF PLANS  
1023 and 1027 Redondo Boulevard  
Wilshire Planning Area  
Zone : R2-1-O  
D. M. : 132B181  
C. D. : 10  
CEQA: ENV 2009-11 90-CE  
Legal Description: Lots 262 and 263,  
Tract 5070

Pursuant to Charter Section 562 and Los Angeles Municipal Code Section 12.27-U, and as required by Condition No. 5 of Case No. ZA 2000-0454(ZV)(YV), I hereby APPROVE:

a request for a Zoning Administrator's Approval of Plans, the purpose of which is the evaluation of the effectiveness of all conditions and the determination as to whether additional conditions are necessary or whether conditions may be modified or deleted for the continued use and maintenance of an existing auto-repair facility,

upon the following additional terms and conditions:

**Administrative**

1. All other use, height and area regulations of the Municipal Code and all other applicable government/regulatory agencies shall be strictly complied with in the development and use of the property, except as such regulations are herein specifically varied or required.
2. The use and development of the property shall be in substantial conformance with the plot plan submitted with the application and marked Exhibit "A", except as may be revised as a result of this action.
3. The authorized use shall be conducted at all times with due regard for the character of the surrounding district, and the right is reserved to the Zoning Administrator to impose additional corrective conditions, if, in the Administrator's opinion, such conditions are proven necessary for the protection of persons in the neighborhood or occupants of adjacent property.

4. The Fire Department shall review and approve the plot plan.
5. **DELETED: MODIFIED:** ~~The applicant shall file a Plan Approval application within six months from the effective date of this case issuance of a temporary or permanent Certificate of Occupancy to evaluate the operation of the business and conditions of approval. Conditions may be adjusted as needed. (Modified June 21, 2000.) (Deleted 2009)~~
6. Improve La Brea Avenue (broken curbs and full sidewalk) and Redondo Boulevard (close unused driveway and parking landscape) to the satisfaction of the City Engineer and submit a parking/driveway plan for their approval.

### Environmental

7. All graffiti on the site shall be removed or painted over to match the color of the wall surface to which it is applied within 24 hours of its occurrence.
8. The project frontage facing Redondo Boulevard shall be landscaped as shown on the site plan marked Exhibit A. All other non-building yards shall be landscaped to the satisfaction of the Zoning Administrator.
9. All lighting shall be shielded to shine only on the subject property.
10. **MODIFIED:** The front facade of the proposed parking structure shall be designed to look like the artist's rendering proposed at the public hearing marked as Exhibit B (see attached). There shall be no opening in the parking building facing ~~north~~ south or east west. (Modified June 21, 2000.) (Modified 2009.)
11. **MODIFIED:** No amplified noise is allowed to be used on-site, with the exception of an internal audio intercom/paging system.
  - a. The sound from any audio intercom/paging system shall be audible only in the interior portions of the structure, such as the employee lunch room, second floor reception area, and the interior portion of the automobile estimating and preparation area. The sound from any audio intercom/paging system shall not be audible on the rooftop parking level or in any outdoor - uncovered - parking area on the property.
  - b. In order to eliminate potential noise impacts on neighboring residential properties, the two operable windows on the second level - located near the westerly property line - shall remain closed at all times except during an emergency situation.
  - c. There shall be no exterior speakers. Any existing exterior speakers if not incorporated into the building structure shall be removed to the satisfaction of the Department of Building and Safety. Any exterior speakers incorporated into the building structure shall be disconnected and covered over by a plate or boxed, to the satisfaction of the Department of Building and Safety. Before and

after photos of these required modifications shall be submitted to the Office of Zoning Administration.

12. **MODIFIED:** The rooftop parking shall be screened on the western and southern ~~northern and eastern~~ sides (facing the residential properties) with a 6-foot wall and a 6-foot trellis on top for landscaping to the satisfaction of the Zoning Administrator. (Modified 2009)
13. If requested by the adjacent neighbor, new trees shall be planted on the northern most easterly neighbor's rear property, to the satisfaction of the Zoning Administrator.
14. **MODIFIED:** All conditions of the City's environmental conditions in Mitigated Negative Declaration 2000-0455-ZV(YV) shall be implemented (see attached the file).
15. **MODIFIED:** The air venting exit for the parking structure shall be on the north south ~~south~~ side nearest the existing auto repair business. (Modified June 21, 2000.) (Modified 2009)
16. No further expansion of the subject business in the residential zone is allowed.

#### Operation

17. The height of the building shall not exceed 33 feet.
18. No auto repair work or customer/staff work is allowed on the public street.
19. No "test driving" of customer cars is allowed on residential streets.
20. The permitted hours of operation are 8 a.m. to 6 p.m., Monday to Friday and 8 a.m. to 12 noon, Saturday.
21. No auto repair activities shall be allowed in the parking structure.

#### Parking

22. **MODIFIED:** Parking for 69 64 cars shall be provided. (Modified March 29, 2001.)
23. **MODIFIED:** All customer cars shall be parked within the proposed parking building. All staff parking shall be within the parking building or at designated off-site locations secured by either ownership, covenant and agreement, or lease to the satisfaction of both the Department of Building and Safety and the Office of Zoning Administration. ~~on the top of the parking building. No customer vehicles can be parked on the top of the parking structure.~~ No staff or customer parking is allowed on Redondo Boulevard. (Modified 2009)
24. **MODIFIED:** ~~Customer and staff access to the proposed parking structure shall be from La Brea Avenue only. Redondo Boulevard access is for emergency use only. A closed gate shall restrict all non-emergency access onto Redondo Boulevard.~~

Driveway gates on Redondo Boulevard shall remain open during the permitted hours of operation, as follows: 8 a.m. to 6 p.m., Monday to Friday and 8 a.m to 12 Noon on Saturday. The driveway shall be for the purpose of providing access to customers (who are in operable cars) to access the site for evaluation of their vehicles for auto repair service. There shall be no use of the driveway access onto Redondo Boulevard by tow trucks or flat bed trucks. Those trucks shall have access limited to La Brea Avenue. (Modified 2009)

### **Additional Conditions**

25. **NEW:** The applicant shall defend, indemnify and hold harmless the City, its agents, officers, or employees from any claim, action, or proceeding against the City or its agents, officers, or employees to attack, set aside, void or annul this approval which action is brought within the applicable limitation period. The City shall promptly notify the applicant of any claim, action, or proceeding and the City shall cooperate fully in the defense. If the City fails to promptly notify the applicant of any claim action or proceeding, or if the City fails to cooperate fully in the defense, the applicant shall not thereafter be responsible to defend, indemnify, or hold harmless the City.
26. **NEW:** The applicant shall file a Plan Approval application with public hearing within six months from the effective date of this case in order for an evaluation to be conducted regarding the operation of the paging / intercom system as addressed in Modified Condition No. 11 above and the provision off site employee parking (Condition No. 23 above) secured by either ownership, covenant and agreement, or lease agreement.

The Zoning Administrator reserves the right to address this review by a Letter of Communication and to waive the Plan Approval and public hearing requirement if the applicant provides substantial enough evidence, such as copies of leases or rental agreements, and/or covenants and agreements regarding parking, and photographs showing the removal or covering over of exterior speakers, The applicant shall need to provide current mailing labels for all adjacent property owners, tenants and residents to the satisfaction of the Zoning Administrator.

27. **NEW:** Prior to the issuance of any permits relative to this matter, a covenant acknowledging and agreeing to comply with all the terms and conditions established herein shall be recorded in the County Recorder's Office. The agreement (standard master covenant and agreement form CP-6770) shall run with the land and shall be binding on any subsequent owners, heirs or assigns. The agreement with the conditions attached must be submitted to the Zoning Administrator for approval before being recorded. After recordation, a certified copy bearing the Recorder's number and date shall be provided to the Zoning Administrator for attachment to the subject case file.

### **OBSERVANCE OF CONDITIONS - TIME LIMIT - LAPSE OF PRIVILEGES - TIME EXTENSION**

All terms and conditions of the approval shall be fulfilled before the use may be established. The instant authorization is further conditional upon the privileges being utilized within two

years after the effective date of approval and, if such privileges are not utilized or substantial physical construction work is not begun within said time and carried on diligently to completion, the authorization shall terminate and become void. A Zoning Administrator may extend the termination date for one additional period not to exceed one year, prior to the termination date of the period, if a written request on appropriate forms, accompanied by the applicable fee is filed therefore with a public Office of the Department of City Planning setting forth the reasons for said request and a Zoning Administrator determines that good and reasonable cause exists therefore.

### **TRANSFERABILITY**

This authorization runs with the land. In the event the property is to be sold, leased, rented or occupied by any person or corporation other than yourself, it is incumbent upon you to advise them regarding the conditions of this grant.

### **VIOLATIONS OF THESE CONDITIONS, A MISDEMEANOR**

Section 12.29 of the Los Angeles Municipal Code provides:

"A variance, conditional use, adjustment, public benefit or other quasi-judicial approval, or any conditional approval granted by the Director, pursuant to the authority of this chapter shall become effective upon utilization of any portion of the privilege, and the owner and applicant shall immediately comply with its conditions. The violation of any valid condition imposed by the Director, Zoning Administrator, Area Planning Commission, City Planning Commission or City Council in connection with the granting of any action taken pursuant to the authority of this chapter, shall constitute a violation of this chapter and shall be subject to the same penalties as any other violation of this Code."

Every violation of this determination is punishable as a misdemeanor and shall be punishable by a fine of not more than \$1,000 or by imprisonment in the county jail for a period of not more than six months, or by both such fine and imprisonment.

### **APPEAL PERIOD - EFFECTIVE DATE**

The applicant's attention is called to the fact that this grant is not a permit or license and that any permits and licenses required by law must be obtained from the proper public agency. Furthermore, if any condition of this grant is violated or if the same be not complied with, then the applicant or his successor in interest may be prosecuted for violating these conditions the same as for any violation of the requirements contained in the Municipal Code. The Zoning Administrator's determination in this matter will become effective after NOVEMBER 23, 2009, unless an appeal therefrom is filed with the City Planning Department. It is strongly advised that appeals be filed early during the appeal period and in person so that imperfections/incompleteness may be corrected before the appeal period expires. Any appeal must be filed on the prescribed forms, accompanied by the required fee, a copy of the Zoning Administrator's action, and received and receipted at a public office of the Department of City Planning on or before the above date or the appeal will not be accepted. **Forms are available on-line at <http://cityplanning.lacity.org>**. Public offices are located at:

Figueroa Plaza  
201 North Figueroa Street,  
4th Floor  
Los Angeles, CA 90012  
(213) 482-7077

Marvin Braude San Fernando  
Valley Constituent Service Center  
6262 Van Nuys Boulevard, Room 251  
Van Nuys, CA 91401  
(818) 374-5050

If you seek judicial review of any decision of the City pursuant to California Code of Civil Procedure Section 1094.5, the petition for writ of mandate pursuant to that section must be filed no later than the 90th day following the date on which the City's decision became final pursuant to California Code of Civil Procedure Section 1094.6. There may be other time limits which also affect your ability to seek judicial review.

#### NOTICE

The applicant is further advised that all subsequent contact with this office regarding this determination must be with the Zoning Administrator who acted on the case. This would include clarification, verification of condition compliance and plans or building permit applications, etc., and shall be accomplished **BY APPOINTMENT ONLY**, in order to assure that you receive service with a minimum amount of waiting. You should advise any consultant representing you of this requirement as well.

#### FINDINGS OF FACT

After thorough consideration of the statements contained in the application, the plans submitted therewith, the report of the Zoning Analyst thereon, the statements made at the public hearing on October 15, 2009, all of which are by reference made a part hereof, as well as knowledge of the property and surrounding district, I find that the five requirements and prerequisites for granting a plan approval as enumerated in Section 562 of the City Charter and Section 12.27 of the Municipal Code have been established by the following facts:

#### **BACKGROUND**

The property is slightly sloping, irregular-shaped, corner, parcel of land, consisting of approximately 12,980 square feet, having a frontage of approximately 100 feet on the west side of Redondo Boulevard and an approximate depth of 150 feet. The property, including the adjacent commercial property at 1013 South La Brea Avenue, features a down-slope from north to south and includes a one-story with mezzanine auto body repair and paint shop.

The property on Redondo Boulevard is developed with a two-story commercial parking building in conjunction with the auto repair facility, on an approximately 12,980 square-foot site on in the R2-1-O Zone.

Surrounding properties are within the R2-1, R2-1-O, R3-1-O and C2-1-O Zones and are characterized by level and slightly sloping topography and improved streets. The surrounding properties are developed with one- and two-story duplexes, apartments, commercial buildings and parking lots.

Adjoining properties to the north of the subject site are zoned C2-1-O and are developed with one-story commercial buildings and parking occupied by Sheepskin, an auto upholstery business.

Adjoining properties to the south of the subject property are zoned R2-1-O and are developed with two-story duplexes and apartments.

Adjoining properties to the east of Redondo Boulevard are zoned C2-1 and are developed with one-story commercial buildings and parking occupied by Mezian Motors, an auto repair facility.

Adjoining properties to the west of the subject property are zoned R2-1-O and R3-1-O and are developed with two-story duplexes and apartments.

Redondo Boulevard, adjoining the property to the east, is a designated Secondary Highway dedicated a width of 100 feet and improved with curb, gutter and sidewalk.

La Brea Avenue, adjoining the property to the northeast, is a designated Major Highway dedicated a width of 100 feet and improved with curb, gutter and sidewalk.

Olympic Boulevard, located north of the property, is a designated Major Highway dedicated a width of 100 feet and improved with curb, gutter and sidewalk.

Previous zoning related actions on the site include:

Case No. BZA 5443 - On October 23, 1997, the Board of Zoning Appeals denied the applicant's appeal of a conditional use to permit surface parking on an unimproved lot in the R2-1-O Zone. The denial was based on the Board's upholding of the Zoning Administrator's determination that the surface parking was considered an unnecessary commercial intrusion into a Residential Zone.

Case No. ZA 97-0219(CUZ) - On June 13, 1997, the Zoning Administrator denied a conditional use to permit surface parking on an unimproved lot in the R2-1-O Zone.

Permit Nos. 77LA56542 and 43 - Issued on December 21, 1977, to permit the relocation of dwelling units from 1023 and 1027 Redondo Boulevard.

Permit No. 77LA55666 - Issued on December 5, 1977, for new construction.

Order to Comply No. 77346 - Issued on March 3, 1997, requiring the owner to discontinue the unapproved use of R3 zoned lots for parking for the subject business.

### **SUMMARY PRIOR ZONING ADMINISTRATOR ACTIONS AND LETTERS**

Case No. ZA 2000-0454(ZV)(YV) - Letter of Determination - May 22, 2000

On May 22, 2000 Associate Zoning Administrator Jon Perica acted under Case No. ZA 2000-0454(ZV)(YV) and pursuant to Los Angeles Municipal Code Section 12.27-B,1 and Charter Section 98, to approve requests for:



- 1) a variance from Section 12.09-A of the Los Angeles Municipal Code to permit the construction, use and maintenance of an approximately 35,550 square-foot commercial parking structure with a maximum height of 33 feet with 69 parking spaces, plus a conference room, storage room, bathrooms and lobby area, all in conjunction with the operation of an automotive repair facility, adjoining the parking structure on the north side;
- 2) a variance from Section 12.09-A of the Code to permit storage of vehicles in various stages of repair, including the storage of inoperable vehicles in the R2-1 Zone;
- 3) a variance from Section 12.09-C,2 and 3 of the Code to permit the parking structure to observe reduced side and rear yards of 0 feet and 5 feet in lieu of the required 6 and 15 feet, respectively;
- 4) a variance from Section 12.21-C,5a(h) of the Code to permit the construction, use and maintenance of an accessory building (the structure) to be located on property in a more restrictive zone than that required for the main use; and
- 5) a variance from Section 12.21-C,1 (9) of the Code to permit the construction, use and maintenance of a 6-foot high wrought iron fence, with two gates in the front yard setback area in lieu of the permitted 3-1/2 foot height.

all subject to additional terms and 24 conditions. Those conditions remain substantially in place and were modified such modifications have been shown in a ~~strikeout (delete)~~ and underline (addition) fashion. That action became effective after June 6, 2000, and there are no indications within the file that said action was appealed.

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Case No. ZA 2000-0454(ZV)(YV) - Letter of Modification - June 21, 2000

On June 21, 2000, Associate Zoning Administrator Jon Perica issued a Letter of Modification in which he stated in part that:

Three conditions of the grant need minor modification to clarify the intent of the grant:

1. Condition No. 5 - The required 6 month review should start from the issuance of a temporary or permanent Certificate of Occupancy to allow for the adequate review of the real operation of the business, not from the effective date of the determination.
2. Condition No. 10 - The prohibition of open windows is for the north and west sides not the east side.
3. Condition No. 15 - Air venting shall be on the north side not the south side.

All other terms and conditions remain the same.

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Case No. ZA 2000-0454(ZV)(YV) - Letter of Modification - March 29, 2001

On March 29, 2001, Associate Zoning Administrator Jon Perica issued a Letter of Modification in which he stated in part that:

The applicant has asked for minor modifications for the following conditions:

1. Parking - due to the need to extend the ramping to the upper level, the total number of parking spaces provided in the structure will be 64 instead of 69 spaces. None of these parking spaces are required so the request is reasonable.
2. Height - The elevator and stair shafts on the rooftop level will exceed 33 feet, and will reach approximately 36 feet in height. While elevator and stair shafts are generally exempt from a specified height limit, Section 12.21-B,3(a) exempts "stairwells" from the height limits in the zone code.
3. Landscaping - The revised plan includes a ramp in the area where parking was anticipated on the top level. This will affect the landscape plan. This is a minor adjustment in the location of landscaping and is approved.
4. Area - The revised plan includes additional usable area, including the reconfiguration of the washroom/locker/lounge area for the employees. While the area of that employee lounge is approximately 3,000 square feet, the total floor area of the parking structure remains unchanged. There is no substantial change in the parking garage, only a minor adjustment in the staff locker room on the first floor.

Overall, these four requests are consistent with the original approval and are approved.

All other terms and conditions of Case No. ZA 2000-0454(ZV)(YV) remain the same.

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Case No. ZA 2000-0454(ZV)(YV) - Letter of Clarification - April 2, 2007

On April 2, 2007 Associate Zoning Administrator Daniel Green issued a Letter of Clarification in which he stated that:

On May 22, 2000, pursuant to Los Angeles Municipal Code Section 12.27-B,1 and Charter Section 98, Associate Zoning Administrator Jon Perica approved variances to permit the construction, use and maintenance of an approximately 35,550 square-foot commercial parking structure in the R2 Zone, observing reduced side and rear yards of 0 feet and 5 feet in lieu of the required 6 and 15 feet, respectively, at a maximum height of 33 feet, with 69 parking spaces, a conference room, storage room, bathrooms and lobby area; the storage of vehicles in various stages of repair, including the storage of inoperable vehicles all in conjunction with the operation of an existing automotive repair facility, as well as other variances associated with the R2-1

Zone; all in conjunction with an existing auto repair facility, subject to 24 Conditions of approval.

On June 21, 2000, and again on March 29, 2001, Mr. Perica issued letters of modification relative to specific matters.

On March 7, 2007, and subsequently revised on March 26, 2007, the applicant's representative submitted a request for yet one additional modification. As indicated in chart form, the parking structure and related facilities was permitted to consist of 35,550 square feet of floor area but it has been constructed at 33,966 square feet, a total reduction of 1,584 square feet.

The applicant's representative has requested the conversion of 461 square feet of the 600 square-foot mezzanine level storage room to a training office. The plan checker at the Department of Building and Safety has reportedly asked whether the requested conversion is consistent with the underlying grant.

In reviewing the case file and the determination issued by Mr. Perica, it is evident that all of the uses in the parking structure are for the sole and intended use of employees of the main use on the property, except for the occasional use of the Community Room. The differences in function between a training room and an office or a conference room are *de minimus*. Through accepted practice of the Office of Zoning Administration, all of these uses can be considered accessory office uses to the main auto repair use of the property in the context of this site. (Very large conference rooms might be considered as classrooms if associated with a school or similar institution.) Therefore, the requested change in use is one of a difference without a distinction. The requested change is consistent with the grant dated May 22, 2000.

#### **APPLICANT STATEMENTS MADE PRIOR TO THE PUBLIC HEARING**

##### **Craig Lawson & Co, Application - April 17, 2009**

**Request:** The Applicant, Harry's Auto Collision Center, Inc., requests the following discretionary action:

PURSUANT TO L.A.M.C. SECTION 12.24 U, a PLAN APPROVAL as required by Condition 5 of Case No. ZA-2000-0454(ZV)(YV), approved May 22, 2000, to evaluate the operation of the business and the conditions of approval for the previously approved commercial parking building in conjunction with an automotive repair facility, as well as the following request:

MINOR MODIFICATIONS to Condition Nos. 10, 11, 12, 15, 23, and 24 of the existing Conditions Of Approval, as allowed by Condition No. 5 of Case No. ZA 2000-1454(ZV)(YV)(See ((Applicant's) ATTACHMENT B). ZA Note: See the file.

**Site Location and Project Background:** The subject property is located at 1023 and 1027 South Redondo Boulevard (the "Project Site") in the City of Los Angeles on the west side of Redondo Boulevard, near its intersection with La Brea Avenue (just south of Olympic Boulevard). The Project Site, located in the R2-1-O Zone and designated Low Medium I Residential in the Wilshire Community Plan Area, is currently developed with a multi-level

parking building, as approved under Case No ZA-20000454(ZV)(YV) on May 22, 2000. This parking building is an accessory use to the immediately adjacent automotive collision repair facility to the east, known as Harry's Auto Collision Center, located at 1013 S. La Brea Avenue, zoned C2-1-O and designated General Commercial. Both the Project Site and the business known as Harry's Auto Collision Center are owned by Harry Barseghian .

Harry's Auto Collision Center has been in operation since 1974, specializing in the repair of damaged luxury vehicles such as Lexus, Infiniti, Bentley and Aston Martin. This modern auto collision facility was constructed at its current location in 1989, and it features state-of-the-art auto body repair and painting facilities. Prior to 1989, the business was located across the street at 1015 South La Brea (presently the site of Mezian Motors).

Currently, the Project Site is developed with a parking building consisting of a subterranean level, a ground floor level, a small mezzanine area, and a roof level. The parking building has permitted the Applicant to house both damaged and repaired cars, as well as employee parking for the Harry's Auto Body Collision Center. The subterranean level consists of approximately 11,875 square feet and contains 24 parking spaces (30 total parking spaces including mechanical automobile lift parking spaces). The first floor level consists of approximately 8,645 square feet and includes 14 parking spaces, as well as restrooms and a reception lobby area. Offices used for training and continuing education, as well as an employee lounge, are located on the mezzanine level (second floor) of the parking building. The roof level, approximately 6,849 square feet, contains 23 parking spaces and a proposed employee recreation room and concrete deck area. In total, the building is 27,369 square feet, and approximately 31 feet in height [exempting the additional elevator and stair shaft height pursuant to Letter of Modification dated March 29, 2001 per Case No. ZA-2000-0454(ZV)(YV)].

The parking building is physically connected to Harry's Auto Collision Center via internal driveways at two locations, allowing for direct movement of vehicles between the parking building and the repair areas. In keeping with the residential design theme, a circular driveway provides ingress and egress to the parking building from Redondo Boulevard. The exterior facade features a residential design with appropriate colors and ample landscaping, blending in with the nearby residential neighborhood. Also, the design of the roof level incorporates a 6-foot high parapet wall that screens the cars from public view.

Project Description / Request: The Applicant is seeking a Plan Approval for the review of condition compliance for the previously approved parking building accessory to the adjacent automotive repair facility per Case No. ZA-2000-0454(ZV)(YV) (See Attachment E for copy of the Decision Letter).

On May 22, 2000, under Case No. ZA 2000-0454(ZV)(YV), the Zoning Administrator approved the following variances with a total of 24 Conditions of Approval:

- 1) A variance from Section 12.09-A of the Los Angeles Municipal Code to permit the construction, use and maintenance of an approximately 35,550 square foot commercial parking structure with a maximum height of 33 feet with 69 parking spaces, plus a conference room, storage room, bathrooms and lobby area, all in conjunction with the operation of an automotive repair facility, adjoining the parking structure on the north side;

- 2) a variance from Section 12.09-A of the Code to permit storage of vehicles in various stages or repair, including the storage of inoperable vehicles in the R2-1 Zone;
- 3) variance from Section 12.09-C.2 and 3 of the Code to permit the parking structure to observe reduced side and rear yards of 0 feet and 5 feet in lieu of the required 6 and 15 feet, respectively;
- 4) a variance from Section 12.21-C,5a(h) of the Code to permit the construction, use and maintenance of an accessory building (the structure) to be located on property in a more restrictive zone than that required for the main use; and
- 5) a variance from Section 12.21-C1(g) of the Code to permit the construction, use and maintenance of a 6-foot high wrought iron fence, with two gates in the front yard setback area in lieu of the permitted 3-1/2-foot height.

The Zoning Administrator subsequently issued two Letters of Modification and one Letter of Clarification. The first Letter of Modification, dated June 21, 2000, made minor modifications to Conditions 5, 10, and 15 to clarify the intent of the grant (See Attachment F). The second Letter of Modification, dated March 29, 2001, modified four conditions pertaining to parking, height, landscaping, and area (See Attachment G). Lastly, the Letter of Clarification, dated April 2, 2007 (See Attachment H), confirmed that a modification requested by the Applicant to reduce the floor area of the parking building and related facilities by 1,584 square feet and converting 461 square feet of the 600 square-foot mezzanine level storage room to a training office is consistent with the original grant dated May 22, 2000. It was determined in this Letter of Clarification that all of the uses in the parking building were for the sole and intended use of employees of the main use on the property, except for the occasional use of the Community Room. Since the differences in function between a training room and an office or a conference room were deemed "*de minimus*" and through accepted practice of the Office of Zoning Administration, all of these uses would be considered accessory office uses to the main auto repair use of the property in the context of this site. Consequently, the requested change was determined to be consistent with the grant dated May 22, 2000.

Condition 5 of Case No. ZA-2000-0454(ZV)(YV) was originally written as follows in the Letter of Determination dated May 22, 2000:

*The applicant shall file a Plan Approval application within six months from the effective date of this case to evaluate the operation of the business and conditions of approval. Conditions may be adjusted as needed.*

Condition 5 was subsequently modified in the Letter of Modification dated June 21, 2000, as follows

***Condition No. 5 - The required 6 month review should start from the issuance of a temporary or permanent Certificate of Occupancy to allow for the adequate review of the real operation of the business, not from the effective date of determination.***

The Certificate of Occupancy was issued for the new 2-story parking garage with 1 level of subterranean parking on January 17, 2008 (See ((Applicant's Attachment 1). (ZA Note: See

the file.) However, full operation and utilization of the parking building did not commence until after the 6-month time period. In order to meet the intent of Condition 5, which is to allow for the adequate review of the real operation of the business, the Applicant is filing this application at this time. Otherwise, the intent of the Plan Approval would not have been appropriately met if the Plan Approval Application was filed six months from the issuance of the Certificate of Occupancy, or by July 17, 2008.

Through this application and as permitted by the Plan Approval process, the Applicant demonstrates compliance with the required Conditions of Approval and also requests minor modifications to certain Conditions. This Plan Approval application requests minor amendments to portions of 6 of the existing 24 Conditions and includes supporting justifications (See ((Applicant's)) Attachment B).

#### Additional Statements made by the Applicant

The location of the project is desirable to the public convenience and welfare by minimizing impacts on the residential uses as well as benefitting the commercial uses along La Brea Avenue. The existing auto repair shop is a neighborhood-serving retail use that serves the surrounding community with a vital service. Additionally, the project, which is an existing parking building approved under Case No. ZA-2000-0454(ZV)(YV) as an accessory use to the existing adjacent auto collision center to the north, serves the surrounding residential and business community by increasing the supply of parking in the area and alleviating what would otherwise be street Parking congestion created by the auto repair shop in the C2 zone. Consequently, other business owners as well as local residents benefit from the increase in available street parking on Redondo Boulevard.

Furthermore, the subject Property is proper in relation to adjacent uses of the development in the community and is not detrimental to the character of development in the immediate neighborhood. Although in the R2-1-O Zone, the location of the existing, previously approved parking building is consistent with the other adjacent commercial uses that align La Brea Avenue. The project also minimizes the hardship to the existing residential uses by creating a buffer between the commercial uses along La Brea Avenue and the residential uses on Redondo Boulevard with an attractive Parking building that uses residential design elements while also functioning as a sound barrier. In addition to the design, the landscape and hardscape features which screen the building aesthetically improve the Property from its previous vacant lot use.

The project is consistent with the various elements and objectives of the Wilshire Community Plan as it provides an improvement to the land use at this location. The project is consistent with the Circulation Element by reducing traffic and increasing safety in the area. It has also promoted the economic well being of the community (Objective 5) by generating jobs and tax revenues. BY locating parking on-site, employee and customer safety is greatly improved, thus showing an arrangement of land use, circulation and services which encourages safety, a defined "purpose" of the General Plan. Overall, the goal of promoting the welfare and convenience of the community has been furthered by the improvements provided by the project.

Thus, as a neighborhood-serving use that is in conformance with the intent of the Zoning and Community Plan Land Use Designations, the project is not detrimental to the character of development in the immediate neighborhood and in the surrounding community.

This application is being filed in compliance with Condition No. 5 of Case No. ZA-2000-0454(ZV)(YV), approved on May 22, 2000 and later modified by the Letter of Modification, dated June 21, 2000. In the original Letter of Determination, Condition No. 5 required the Applicant to file a Plan Approval application within six months from the effective date of this case to evaluate the operation of the business and conditions of approval. However, Condition No. 5 was subsequently revised, stating the following:

The required 6 month review should start from the issuance of a temporary or permanent Certificate of Occupancy to allow the adequate review of the real operation of the business, not from the effective date of the determination.

The Certificate of Occupancy was issued for the new 2-story Parking garage with 1 level of subterranean Parking on January 17, 2008 (See ((Applicant's)) Attachment 1). However, full operation and utilization of the parking building did not commence until after the 6 month time period. In order to meet the intent of Condition 5, which is to allow for the adequate review of the real operation of the business, the Applicant is filing this application at this time. Otherwise, the intent of the Plan Approval would not have been appropriately met if the Plan Approval Application was filed six months from the issuance of the Certificate of Occupancy, or by July 17, 2008.

ENV-2000-455-ZV-YV: ZA 2000-0454-ZV-YV (effective June 7, 2000); Letters of Modification for Case No. ZA 2000-1454-ZV-YV dated June 21, 2000 and March 29, 2001; Extension of Time, Case No. ZA 2000-0454-ZV-YV (expiration on June 19, 2003); and Letter of Clarification dated April 2, 2007. copies of these relevant cases are included with this Plan Approval application. Other Prior cases include the following: ZA 1997-219-CUZ / BZA-5443 and ZA-16242.

This project is an accessory parking building, not a residential use, and thus does not require or include any Public Open Space or recreational amenities.

Craig Lawson & Co., LLC, Lauren Yang - September 21, 2009

I am writing on behalf of the Applicant, Harry's Auto Collision Center, Inc. ("Applicant"), in regards to the above-referenced project. The above-referenced Plan Approval application was filed on April 20, 2009 pursuant to Condition No. 5 of Case No. ZA-2000-0454 (ZV)(YV) to evaluate the operation of the business and the conditions of approval for the previously approved commercial parking building in conjunction with an automotive repair facility, and included the following request:

MINOR MODIFICATIONS to Condition Nos. 10, 11, 12, 15, 23, and 24 of the existing Conditions of Approval, as allowed by Condition No. 5 of Case No. ZA-2000-1454 (ZV)(YV).

I am writing to provide an update on the circumstances regarding the modification request for Condition No. 24, which imposes the following:

24. *Customer and staff access to the proposed parking structure shall be from La Brea Avenue only. Redondo Boulevard access is for emergency use only. A closed gate shall restrict all non-emergency access onto Redondo Boulevard.*

The Applicant has requested that this condition be amended to allow ingress and egress through the driveways located on Redondo Boulevard during business hours only, in addition to the current allowance of customer and staff access through the driveway on La Brea Avenue. On September 4, 2009, following the submittal of the Plan Approval application, the Applicant was issued a Fire/Life Safety Violation upon a fire and life safety inspection by the Department of Fire, requiring the following conditions to be corrected (per Fire Code):

57.33.06 Exits

No manager or person in control thereof shall allow the use of any room, building, or premises without providing the exits required by this article.

Maintain all exits and aisle clear

57.33.11 Obstructions of exits and aisles

- A. No person shall block, impede, or obstruct any exit to a public way or any access to a building, structure or premises, in such a manner as to prevent or interfere with the use of such exits or access by any person who is exiting or access by any person who is exiting or entering said occupied building, structure, or premises.
- E. No person shall park any vehicle, or place any power truck, hand dolly, delivery rack, refuse or waste container, or any other object in an exit, or in any other manner so as to obstruct the exit.

You are ordered to keep the front driveway of 1023 Redondo Blvd. clear of vehicles. This driveway must be maintained clear as it provides a direct path to a public way.

You are ordered to keep both driveway gates/doors belonging to 1023 Redondo Blvd. open during regular business hours and provide a sign stating so. "This door shall remain open during normal business hours."

57.33.19 Emergency Planning an Evacuation Requirements

4. Emergency Evacuation Sign

You are to update your Emergency Evacuation signs to reflect the proper exiting route not leading into working areas.

In compliance with these conditions required by the Fire Department, the Applicant is no longer able to comply with Condition No. 24 of Case No. ZA-2000-0454 (ZV)(YV) as stated above, and is currently maintaining open driveway access onto Redondo Boulevard during



regular business hours. A copy of this citation is attached for your reference and for inclusion into the case file.

On behalf of the Applicant, we continue to request that Condition No. 24 be amended as requested in the Plan Approval application and pursuant to the issued Fire/Life Safety Violation.

Please feel free to contact me with any questions or concerns at (310) 838-2400 x 102 or [laureny@craiglawson.com](mailto:laureny@craiglawson.com).

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Craig Lawson & Co., Lauren Yang - October 13, 2009

I am writing on behalf of Harry's Auto Collision Center, Inc., ("Applicant"), the applicant in the above referenced matter.

The Applicant has filed for Plan Approval in order to review the conditions of approval for the existing commercial parking building in conjunction with an existing auto repair facility, on an approximately 12,980 square-foot site in the R2-1-0 Zone. The site is located in the Wilshire Community Plan area and is designated for Low Medium I Residential.

We have reviewed the Staff Report for this project and have the following comments and suggestions for your consideration:

Property Description (Page 1)

The Staff Report states the following:

"The property is slightly sloping, irregular-shaped, corner, parcel of land, consisting of approximately 12,980 square feet, having a frontage of approximately 100 feet on the west side of Redondo Boulevard and an approximate depth of 150 feet. . ."

The Applicant respectfully requests that the above description be amended to reflect the correct location of the subject property. Below is the requested revision to the above statement. The text with the strike-through is the text to be deleted and the text in **bold** is the proposed text to be added.

"The property is slightly sloping, irregular-shaped, corner **interior**, parcel of land, consisting of approximately 12,980 square feet, having a frontage of approximately 100 feet on the west side of Redondo Boulevard and an approximate depth of 150 feet. . ."

The Project (Page 1)

The Staff Report states the following:

"The project calls for the review of business operation and conditions of approval to permit the continued use and maintenance of the commercial parking building in conjunction with the auto repair facility, on an approximately 12,980 square-foot site in the R2-1-0 Zone."

The Applicant respectfully requests that the above statement be revised to include the request for Minor Modifications to Condition Nos. 10, 11, 12, 15, 23, and 24. Below is the requested revision to the above statement. The text in bold is the proposed text to be added, as follows:

"The project calls for the review of business operation and conditions of approval to permit the continued use and maintenance of the commercial parking building in conjunction with the auto repair facility, on an approximately 12,980 square-foot site in the R2-1-0 Zone. The applicant is also requesting minor modifications to Condition Nos. 10, 11, 12, 15, 23, and 24, as allowed by Condition No. 5 of Case No. ZA-2000-0454(ZV)(W)."  
Condition No. 15 (Page 3)

The Staff Report states the following:

"The air vent is located on the north side of the exit. Applicant is requesting Condition No. 15 to read; "north" instead of south. See correction letter dated June 21, 2000."

The Applicant respectfully requests that the above statement be revised to reflect the correct location of the air venting unit. The air vent was constructed on the top level of the south side of the parking building, as approved by the Department of Building and Safety. Although the air venting unit is located on the south side of the parking building, the gooseneck air vent (exhaust system for the air venting unit) faces north, towards the existing auto repair business. Consequently, there is no impact to the adjacent residential uses on the south or west as all emissions are directed onto the Project Site and towards the existing auto repair business.

In the Letter of Modification, dated June 21, 2000 (referenced above as "correction letter dated June 21, 2000), the language of the original condition was clarified, albeit incorrectly, to state that the, "Air venting shall be on the north side not the south side." The Applicant respectfully requests a modification to address this clarified Condition No. 15, as written in the correction letter, as well as the original condition of approval. Below is the requested revision to Condition No. 15 (per Case No. ZA 2000-0454(ZV)(YV) dated May 22, 2000). The text with the strike-through below is the text to be deleted and the text in bold is the proposed text to be added.

The air venting exit unit for the parking structure shall be on the south side with air venting to the north onto the Project Site and towards nearest the existing auto repair business.

Thank you for your consideration of these comments, and please incorporate the suggested comments into the final Letter of Determination.

## **LETTERS TO THE FILE**

### **Support**

Cordero, Charles S., AIA (Excerpts only)

I can attest to the overall community benefits of his (Applicant) property upgrades over the years and I have not witnessed any deleterious and/or illegal activities occurring as a result

of Harry's Auto Collision Center. Harry has made efforts to be a good neighbor and to carry on business in an ethical manner.

I fully support the application, made by Harry's Auto Collision Center, LLC for Plan Approval for review of condition compliance, and modifications of certain conditions on the previously approved parking building.

Coronado, Reina (Excerpts only)

I have become aware of the Plan Approval Harry's Auto Collision Center is requesting, and don't have any objections. I wish for the City approve these plans.

Holt, Penny (Excerpts only)

I support Harry's planned development of the above mentioned sites. Harry's current site has brought our house market values up, and meshes beautifully with the surrounding residences. He has done a great job in keeping with his word, and always is available to his local community. I've know Harry for many years now, and he's always been a delight.

Kay, Savuth (Excerpts only)

I believe the approved parking building has been operating without negatively impacting the neighborhood. I believe the requested modification of conditions will further mitigate negative impacts to the Wilshire Community area as well. ... We fully support the above referenced cases . . .

Klein, Susan (Excerpts only)

I supported the plan in 2000, and still support it now. The current image of the building has helped increase our home market value, as well as make our community look more beautiful. Harry has complied with all he has promised, and not strayed from it.

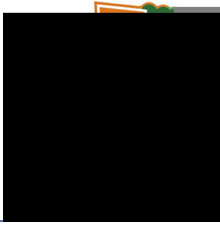
Lee, Mark (Excerpts only)

These days, you can't be too sure of whom you can trust, and Mr. Barseghian has proven there are still good people out there.

I am aware of the requests Harry's Auto Collision is making, and I fully support them. I trust Harry's will comply with all conditions, as they have done before. Therefore, I have no problem or objections to their Plan Approval.

Mezian, Harry (Full Letter)

My name is Harry Mezian, owner of Mezian Motors. My business is located on 1015 S. La Brea, which is directly across from Harry's Auto Collision Center. It is my opinion, that parking in our area is the same of that in any surrounding retail/residential area. The structure in question has also blended in with existing buildings such as mine, and has brought more value to our business area, the city, and homeowners.



**P.I.C.O. NEIGHBORHOOD COUNCIL**

5651 Pico Blvd #102, Los Angeles 90019

(323) 521.9080

[www.piconc.com](http://www.piconc.com)

EMAIL: [info@piconc.com](mailto:info@piconc.com)



**GENERAL BOARD MEETING AGENDA**

**1762 S. La Cienega Blvd., Los Angeles 90035**

**Wednesday: June 13, 2018**

**7:00 to 9:00 pm**

PRESIDENT  
Brad Kane

COMMUNICATIONS DIRECTOR  
Rich Mannino

TREASURER

Arleen Gonzalez

OUTREACH CHAIR

Yvonne

LAND USE CO-CHAIRS  
David Dahlke  
Hydee Feldstein

EDUCATION CHAIR  
Sylvester Robertson

1. **Call To Order**
2. **“Ways of Working”** (Standards on which we agreed to hold ourselves & each other accountable)
  - NO CROSS TALK (*no interruptions or sidebar conversations while someone has the floor*)
  - Listen and respond respectfully to others' ideas/opinions - even if you disagree
  - It's OK to disagree (*just express it respectfully*)
  - Say what you mean, mean what you say (*be honest and forthcoming - no innuendo or code*)
  - Generosity of spirit (*conduct ourselves with good intentions and assume good intentions in others*)
  - Separate the message from the messenger (*don't make it personal*)
  - Exhibit appreciation, interest, and empathy for different backgrounds and perspectives
  - “Own” your mistakes / forgive others' mistakes / demonstrate effort to fix mistakes
  - Be informed (*ask for clarification or info; don't be offended or rude if others ask you for it*)
  - Be active listeners (*paraphrase to show – or ask whether – you understand someone correctly*)
  - *Each Board member shall be limited to 1 comment of up to 2 mins per agenda item.*
3. **Public Comment (2 minutes per speaker)**
4. **Government Speakers (3 minutes each)**
5. **Finance (discussion / possible action) (Attachments)**
  - Supplies and Promotional items:
  - A) Office Depot totaling \$320.77; supplies for office; printer paper and water.  
(invoice attached)
  - B) Premier Table Linens with NC Logo w/ 3 Sided Pleated Corners totaling \$996.66;  
2/8' x 36" Liquid Repellent Fitted Tablecloth Digitally Printed  
2/6' x 36" Liquid Repellent Fitted Tablecloth Digitally Printed  
(invoice attached)
  - C) Epromos T-Shirts in Royal Blue with NC Logo printed in white totaling \$673.46  
36 Women Shirts and 36 Men Shirts  
(invoice attached)
6. **Approval of PICO NC Bylaw Revisions (discussion / possible action)**
  - Please review redline draft prior to meeting See Attachment (not provided by DONE as of 6/9/18)**
7. **2018-2019 Fiscal Year Administrative Packet (discussion / possible action)**
  - Due July 30, 2018, but limited access to funds if not returned by July 1, 2018 (**Attachment**)
8. **Land Use Pending Cases/Issues (discussion/possible action):**
  - a. **Paper or Plastik Café - Permanent Renewal of Conditional Use Permit**  
Previously approved by Board with 5 year expiration date - Now wants permanent renewal to avoid \$20,000 expense of renewal application. Applicant to explain differences in enforcement under permanent versus 5 year CUP.
  - b. **Harry's Auto Collision Parking Structure 1023 & 1027 S. Redondo Blvd.**

Plan Approval application ZA-2000-454-ZV-YV-PA2. The Applicant is requesting permission to modify three [3] existing conditions under Conditional Use Permit ZA-2000-0454-ZV-W-PA1 relating to the existing parking structure building at 1023 and 1027 South Redondo Boulevard **(Attachment)**

c. **See Land Use Attachment For Other Pending Cases/Issues (Attachments)**

9. **May 9, 2018 and May 16, 2018 Draft Board Minutes (discussion / possible action) (Attachments)**  
(Please submit proposed revisions in writing prior to meeting)

10. **Spring Carnival – Event Recap (discussion / possible action)**

Special thanks to Agnes Copeland and Hydee Feldstein for their extraordinary efforts!  
What worked/thoughts for next year

11. **Open Board Seats / Committee Confirmation: (discussion / possible action)**

- a. **PICO NC Board Vice President / Secretary**
- b. **Community Interest**
- c. **At Large (1)**
- d. **Youth Rep**
- e. **Education**
- f. **Business Seat No. 2**
- g. **Land Use Committee Members (Jeff Girtten resigned – voting rights)**
- h. **Civilian Police Advisory Board Liaison**

12. **Committee Updates/Reports (discussion / possible action)**

- a. **Bylaws**
- b. **Communication**
- c. **Education**
- d. **Land Use**
- e. **Ad Hoc Committee on development, planning, zoning, building & safety affecting our neighborhood**
- f. **Outreach**
- g. **Animal Services Liaison (April Barnett)**
- h. **FilmLA Liaison (April Barnett)**
- i. **Marijuana (Cannabis) Regulatory Framework Liaison (Sharon Christie)**
- j. **Purposeful Aging Liaison (Reed McLurkin)**
- k. **Bureau Of Street Services Liaison (Brad S. Kane)**

13. **Budget Advocates' Requested Motion (Discussion / possible action)**

Proposed motion: The \_\_\_\_\_ Neighborhood Council hereby supports the work of the Neighborhood Council Budget Advocates and their 2018 White Paper and approve the filing of a Community Impact Statement for Council file 18-0600,

14. **Potential Community Impact Statement (discussion / possible action)**

- a. **Community Impact Statement (related to Council File 17-0002-S110) supporting Councilmember Koretz' motion to oppose any extension of the cutoff for alcohol sales to 4 a.m. SB 384 (proposed by Senator Weiner).**  
A state bill now under consideration, SB 384, originally would have extended the current cutoff time for alcohol sales in California bars, restaurants, and nightclubs to 4:00 am. The bill was recently amended to direct a study of the safety and other concerns raised by the bill.  
Los Angeles City Councilmember Paul Koretz has made a motion (see Council File 17-0002-S110) that the City Council oppose SB 384 for the public health and safety reasons outlined in a report by the city's chief legislative analyst. The concept of bars and restaurants selling alcohol until 4:00 a.m. raises broad-based public health and safety concerns, the negative impacts on our area (given bars and restaurants on Pico, La Brea, La Cienega, Fairfax, Olympic and San Vicente) could be substantial. **(Attachment)**

**15. Proof of Ethics and Finance Training And Completion of Code of Conduct For Each Board And Committee Member (Discussion / possible action)**

**16. Use of Pico Kiosks (Discussion/possible action)**

**17. Announcements**

- a. **Finalizing 2017-2018 Inventory – Board Motion Required Due July 15, 2018**
- b. **The Community Police Advisory Board is looking for community members to attend their monthly C-PAB meetings held every 3rd Thursday of the month and ultimately become participating members. The next C-PAB meeting is Thursday, June 21, 2018 at 7pm at the Wilshire Station on Venice Blvd.**
- c. **Los Angeles Census 2020 Initiative To Prevent Undercount Due to homeless, undocumented residents, language barriers, barriers to access for online forms**  
<https://www.lamayor.org/mayor-garcetti-leads-us-mayors%E2%80%99-call-accurate-2020-census>
- d. **PICO NC needs to perform its 2016-2017 Self Assessment**
- e. **Want to have the PICO NC Agendas emailed to you automatically? Subscribe at:**  
<https://www.lacity.org/yourgovernment/council-votes/subscribe-meetingagendas/neighborhood-councils>

**15. Adjournment**

*Comments from the public on other matters, not appearing on the agenda but within the Board's subject matter jurisdiction, will be heard during the Public Comment period. Public comment is limited to 2 minutes per speaker, unless waived by the presiding officer of the Board or committee chair.*

*As covered under Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and, upon request, will provide reasonable accommodation to ensure equal access to its programs, services and activities. Sign language interpreters, assisted listening devices, or other auxiliary aids and/or services may be provided upon request. To ensure availability of services, please make your request 3 (72 hours) business days prior to the P.I.C.O. Neighborhood Council meeting you wish to attend by contacting administrator at (213) 932-9182.*

*Si requiere servicios de traduccion, favor de notificar a la oficina 3 días de trabajo (72 horas) antes del evento. Si necesita asistencia con esta notificacion, por favor llame a nuestra oficina al (213) 978-1551.*

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**P.I.C.O. NEIGHBORHOOD COUNCIL**

5651 Pico Blvd #102, Los Angeles 90019

(323) 521.9080

[www.piconc.com](http://www.piconc.com)

EMAIL: [info@piconc.com](mailto:info@piconc.com)



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EDUCATION CHAIR  
Sylvester Robertson

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**GENERAL BOARD MEETING AGENDA**  
**1762 S. La Cienega Blvd., Los Angeles 90035**  
**Wednesday: June 13, 2018**  
**7:00 to 9:00 pm**

1. **Call To Order**
2. **“Ways of Working”** (Standards on which we agreed to hold ourselves & each other accountable)
  - NO CROSS TALK (*no interruptions or sidebar conversations while someone has the floor*)
  - Listen and respond respectfully to others' ideas/opinions - even if you disagree
  - It's OK to disagree (*just express it respectfully*)
  - Say what you mean, mean what you say (*be honest and forthcoming - no innuendo or code*)
  - Generosity of spirit (*conduct ourselves with good intentions and assume good intentions in others*)
  - Separate the message from the messenger (*don't make it personal*)
  - Exhibit appreciation, interest, and empathy for different backgrounds and perspectives
  - “Own” your mistakes / forgive others' mistakes / demonstrate effort to fix mistakes
  - Be informed (*ask for clarification or info; don't be offended or rude if others ask you for it*)
  - Be active listeners (*paraphrase to show – or ask whether – you understand someone correctly*)
  - *Each Board member shall be limited to 1 comment of up to 2 mins per agenda item.*
3. **Public Comment (2 minutes per speaker)**
4. **Government Speakers (3 minutes each)**
5. **Finance (discussion / possible action) (Attachments)**
  - Supplies and Promotional items:
    - A) Office Depot totaling \$320.77; supplies for office; printer paper and water.  
(invoice attached)
    - B) Premier Table Linens with NC Logo w/ 3 Sided Pleated Corners totaling \$996.66;  
2/8' x 36" Liquid Repellent Fitted Tablecloth Digitally Printed  
2/6' x 36" Liquid Repellent Fitted Tablecloth Digitally Printed  
(invoice attached)
    - C) Epromos T-Shirts in Royal Blue with NC Logo printed in white totaling \$673.46  
36 Women Shirts and 36 Men Shirts  
(invoice attached)
6. **Approval of PICO NC Bylaw Revisions (discussion / possible action)**  
**Please review redline draft prior to meeting See Attachment (not provided by DONE as of 6/9/18)**
7. **2018-2019 Fiscal Year Administrative Packet (discussion / possible action)**  
Due July 30, 2018, but limited access to funds if not returned by July 1, 2018 (**Attachment**)
8. **Land Use Pending Cases/Issues (discussion/possible action):**
  - a. **Paper or Plastik Café – Permanent Renewal of Conditional Use Permit**

Previously approved by Board with 5 year expiration date – Now wants permanent renewal to avoid \$20,000 expense of renewal application. Applicant to explain differences in enforcement under permanent versus 5 year CUP.

b. **Harry's Auto Collision Parking Structure 1023 & 1027 S. Redondo Blvd.**

Plan Approval application ZA-2000-454-ZV-YV-PA2. The Applicant is requesting permission to modify three (3) existing conditions under Conditional Use Permit ZA-2000-0454-ZV-W-PA1 relating to the existing parking structure building at 1023 and 1027 South Redondo Boulevard (**Attachment**)

c. **See Land Use Attachment For Other Pending Cases/Issues (Attachments)**

9. **May 9, 2018 and May 16, 2018 Draft Board Minutes (*discussion / possible action*) (Attachments)**  
(Please submit proposed revisions in writing prior to meeting)

10. **Spring Carnival – Event Recap (*discussion / possible action*)**

Special thanks to Agnes Copeland and Hydee Feldstein for their extraordinary efforts!  
What worked/thoughts for next year

11. **Open Board Seats / Committee Confirmation: (*discussion / possible action*)**

- a. **PICO NC Board Vice President / Secretary**
- b. **Community Interest**
- c. **At Large (1)**
- d. **Youth Rep**
- e. **Education**
- f. **Business Seat No. 2**
- g. **Land Use Committee Members (Jeff Girtten resigned – voting rights)**
- h. **Civilian Police Advisory Board Liaison**

12. **Committee Updates/Reports (*discussion / possible action*)**

- a. **Bylaws**
- b. **Communication**
- c. **Education**
- d. **Land Use**
- e. **Ad Hoc Committee on development, planning, zoning, building & safety affecting our neighborhood**
- f. **Outreach**
- g. **Animal Services Liaison (April Barnett)**
- h. **FilmLA Liaison (April Barnett)**
- i. **Marijuana (Cannabis) Regulatory Framework Liaison (Sharon Christie)**
- j. **Purposeful Aging Liaison (Reed McLurkin)**
- k. **Bureau Of Street Services Liaison (Brad S. Kane)**

13. **Budget Advocates' Requested Motion (*Discussion / possible action*)**

Proposed motion: The \_\_\_\_\_ Neighborhood Council hereby supports the work of the Neighborhood Council Budget Advocates and their 2018 White Paper and approve the filing of a Community Impact Statement for Council file 18-0600,

14. **Potential Community Impact Statement (*discussion / possible action*)**

- a. **Community Impact Statement (related to Council File 17-0002-S110) supporting Councilmember Koretz' motion to oppose any extension of the cutoff for alcohol sales to 4 a.m. SB 384 (proposed by Senator Weiner).**

A state bill now under consideration, SB 384, originally would have extended the current cutoff time for alcohol sales in California bars, restaurants, and nightclubs to 4:00 am. The bill was recently amended to direct a study of the safety and other concerns raised by the bill.

Los Angeles City Councilmember Paul Koretz has made a motion (see Council File 17-0002-S110) that the City Council oppose SB 384 for the public health and safety reasons outlined in a report by the city's



chief legislative analyst. The concept of bars and restaurants selling alcohol until 4:00 a.m. raises broad-based public health and safety concerns, the negative impacts on our area (given bars and restaurants on Pico, La Brea, La Cienega, Fairfax, Olympic and San Vicente) could be substantial. **(Attachment)**

**15. Proof of Ethics and Finance Training And Completion of Code of Conduct For Each Board And Committee Member (Discussion / possible action)**

**16. Use of Pico Kiosks (Discussion/possible action)**

**17. Announcements**

- a. **Finalizing 2017-2018 Inventory – Board Motion Required Due July 15, 2018**
- b. **The Community Police Advisory Board is looking for community members to attend their monthly C-PAB meetings held every 3rd Thursday of the month and ultimately become participating members. The next C-PAB meeting is Thursday, June 21, 2018 at 7pm at the Wilshire Station on Venice Blvd.**
- c. **Los Angeles Census 2020 Initiative To Prevent Undercount Due to homeless, undocumented residents, language barriers, barriers to access for online forms**  
<https://www.lamayor.org/mayor-garcetti-leads-us-mayors%E2%80%99-call-accurate-2020-census>
- d. **PICO NC needs to perform its 2016-2017 Self Assessment**
- e. **Want to have the PICO NC Agendas emailed to you automatically? Subscribe at:**  
<https://www.lacity.org/yourgovernment/council-votes/subscribe-meetingagendas/neighborhood-councils>

**15. Adjournment**

*Comments from the public on other matters, not appearing on the agenda but within the Board's subject matter jurisdiction, will be heard during the Public Comment period. Public comment is limited to 2 minutes per speaker, unless waived by the presiding officer of the Board or committee chair.*

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I am very much aware of the pending Plan Approval by Harry's Auto Collision Center, LLC, for the review of condition compliance, as well as modification of conditions for the previously approved parking structure. Harry's has been operating without negatively impacting the neighborhood, and the requested modification of conditions should deter any negative impact to our community. I strongly believe this modification will improve our neighborhood retail use, as well.

I fully support the above referenced cases, and future City approval to continue the use of the parking building as proposed. In the interest of all, I urge you to approve the request.

Mendez, Chica (Full Letter)

I have been a resident of this community for the past 41 year's, living in the same house located at XXXX Redondo Blvd, which is within one block of Harry's Auto Collision Center.

I want to go on the record that Harry has made tremendous efforts to be a good neighbor. He has not only upgraded his facility, but moreover, has constructed an attractive place of business which has helped increase our home property values. Harry has kept to his word, and more impressively he is concerned about what is going on in his neighborhood and surrounding communities.

I have no objection to the pending application by Harry's Auto Collision Center, LLC, and fully support his application for Plan Approval.

Palmer, Kenneth (Excerpts only)

I have given Harry my support since 2000, when there were objections to his other plans. I find that he has complied with what e has promised, and I see his effort everyday as I take my daily walk. His place of business and surrounding area is always well maintained and his staff courteous. The building looks great, and blends in well with the surrounding residences and businesses. Due to his trustworthiness and compliance to other plans, I fully extend my support Harry's Auto Collision, LLC, for the request of Plan Approval.

Villalobos, Elsa (Excerpts only)

Over the years I have supported Harry in his plans with no regrets. Harry has not let us down with any of his plans, and has kept his word. ... His place of business is very beautiful, and looks great next to our residences. Not to mention, his business has added to our home property value. Harry is a great business man that not only cares about his place of business and employee's but also cares about his neighbors and community. There should be more business men like him, who work with the communities to provide a safe and beautiful place to live and work at.

... I support his current request as well as what may come.

Wallrich, Carolyn (Excerpts only)

Harry's Auto Collision Center is an example of a model business for other automotive repair shops and other local businesses in the Mid-<sup>2</sup>Wilshire community, specifically the

Redondo/Sycamore area. Mr. Barseghian has demonstrated sensitivity and concern for the quality of life in our community.

... The addition to the neighborhood has enhanced the community character and provided a public space for all to enjoy. Thanks, to Harry's Auto Center we have something very special in our neighborhood.

Weathersby, Melinda (Excerpts only)

I am in support of Harry's planned development of the site. The current structure is attractive and in character with neighborhood. I believe it beautifies our community image, and can alleviate the parking congestion on Redondo, as well as help to drive real estate values up.

Weintraub, Lynne Sturt (Excerpts only)

I fully support Harry's project, as I feel it has improved the area. It has also benefitted residents and other commercial enterprises, as well as enhancing the image of the area and benefitting homeowners and commercial property owners by creating increased real estate values. I am confident that this project has reduced the number of complaints regarding the shortage of street parking and the congestion in the area. All in all this is an excellent development of the said property.

Williams, John (Excerpts only)

I am familiar with Harry, and consider him a good neighbor and business man. I believe he is an asset to this community, as he is always willing to give a helping hand wherever needed. His place of business has brought in revenue to our community, as well as help with increasing property values.

I urge the City to grant Harry's Auto Collision Center's request for approval of the mentioned cases.

Neutral

Weintraub, Ralph H. (Excerpts only)

Since the completion of the new building at Harry's Auto Collision Center, I have noted a significant reduction in the on-street parking and congestion in the vicinity. I have also noted a decrease in trash in the neighborhood, although I am not aware of any causal relationship with the subject project.

Concerned

Siegel, Michael A. Siegel (Full Letter)

My name is Michael A. Siegel, and I am writing this letter in regards to the notice of public hearing I received from your office recently. This notice concerns case number ZA 2000 0454 (ZV) (YV) (PAI) - the Harry's Auto Collision parking structure at 1023 and 1027

Redondo Blvd. As the owner of the duplex at 1018/1020 Meadowbrook Ave., my property directly abuts the rear of the parking structure. Mr. Ephraim of your office explained to me that since I will be out of the country on business during the scheduled October 15 hearing, I would be able to voice my concerns in writing, which I am submitting here.

My only concerns with the parking structure and the accompanying body shop over the last several years have been issues of noise. Last year the business installed a new intercom speaker system, which has changed the noise landscape in my backyard considerably. Throughout the day, starting at 8 AM six days a week, announcements are broadcast over the speakers with a piercing 2-3 second BEEP noise, followed by an announcement (i.e. "Tony, to the front office!"), which is then repeated.

When this system was installed over a year ago, it was even louder. My tenant in the building voiced her concern to me about it, but I was already well aware of the speakers, since my bedroom window faces the structure and I had awoken many a morning to the sounds of Tony being called to the front office. I paid a visit to Harry's one morning in early 2008 and asked them if they could turn it down. To their credit, they obliged, and the sound got noticeably lower. They were good-natured about it, and I appreciated it.

However, the BEEP noise and announcements can still be heard from my backyard as well as my bed, along with the occasional sounds of air drills, sanders, car alarms, etc., that come with living alongside a body shop. I have noticed that the noise level rises considerably when the windows at the rear of the structure (the ones facing my property) are left open, mostly during the summer. My request here is simply that all windows facing the homes behind the structure be kept closed, and that the speakers be turned off on the open roof I also ask that any loud work (i.e. sanding, drilling, hammering), not be done on the roof, but in the enclosed garage. Other than these issues, I have found Harry's Auto Collision to be fine neighbors, and see no other reasons as to why they should not continue the business.

### **PUBLIC HEARING**

The Office of Zoning Administration conducted a public hearing in Los Angeles City Hall on Thursday, October 15, 2009 at approximately 9:30 a.m. The Applicant was Harry's Auto Collision Center, Inc.

The purpose of the hearing was to obtain testimony from affected and/or interested persons regarding the application. Interested parties were also invited to submit written comments regarding the request prior to the hearing. The environmental impact was among the matters considered at the hearing.

The issue before the Zoning Administrator was a request made pursuant to Section 12.27-U of the Los Angeles Municipal Code and as required by Condition No. 5 of ZA 2000-0454(ZV)(YV), a Plan Approval to review the business operation and conditions of approval to permit the continued, use and maintenance of a commercial parking building in conjunction with an auto repair facility, on an approximately 12,980 square-foot site in the R2-1-O Zone.

The involved property was identified as being located at 1023 and 1027 Redondo Boulevard, legally described as Lots 262 and 263, Tract 5070, as more specifically described in the application. The property is zoned R2-1-O.

At the Public Hearing the applicant appeared with their representative. A representative from the Council Office for the area was also present. Three names were entered on the sign-in sheet. The public hearing was not controversial. The project and the instant file were reviewed. In reviewing the instant file the Zoning Administrator read the materials contained within said file and reviewed the exhibits and radius maps indicating the various land uses within the affected radius. It was noted that the Applicant was also seeking to modify several of the previously imposed conditions, but that these proposed modifications were not described in the Notice of Public Hearing, and were not described in the Application. The proceedings were then opened to public comment and the following points were considered:

- The prior action of the Zoning Administrator and all associated letters were reviewed.
- Clarity was reached that the Applicant was seeking both confirmation of compliance with prior conditions and requesting minor modification to some of those conditions.
- The modifications were reviewed in some detail, but were a bit unclear in that the Applicant did not provide sample strike out and underline language to make their desires clear.
- Noise from the outdoor PA system was the single biggest issue.
- The next most controversial issue was gaining access for customers off of the Redondo Boulevard access driveways. The street pattern was reviewed in some detail.
- There was substantial discussion regarding the use of the rooftop parking deck. The Applicant stated they were providing additional parking off-site and wanted both employees and customers to be able to freely use the rooftop area.
- The Council Office support the elimination of the noise impacts of the PA system outside speakers.

Following this testimony there was discussion with the Applicant and the Zoning Administrator determined to close the public hearing, but to hold the record open for two weeks to allow for additional written material to be submitted to the file. The Zoning Administrator indicated that he was inclined to find the project in substantial conformance with the existing conditions, but wanted to look over the Applicant's request for modification to some of those conditions in some detail.

Subsequent to the public hearing but during the open period the Zoning Administrator was contacted by a Mr. Michael Siegel who wished to know if his letter to the file had been received and if he was on the mailing list to receive a copy of the final Letter Determination. Mr. Siegel's letter was found in the file and he was notified of same.

In reading Mr. Siegel's letter the Zoning Administrator determined that the Applicant's representative should be made aware of Mr. Siegel's concerns and the Applicant's representative was requested to review Mr. Siegel's letter and to comment on same. What was received has been quoted below.

**APPLICANT STATEMENTS MADE SUBSEQUENT TO THE PUBLIC HEARING**

Craig Lawson & Co., LLC, Craig Lawson - October 20, 2009

On behalf of Harry's Auto Collision Center, Inc. ("Harry's"), the Applicant in the above referenced matter, we are writing as a follow-up to the public hearing you conducted on October 15, 2009. The hearing was to consider the Applicant's request for a Plan Approval to review the business operation and conditions of approval to permit the continued use and maintenance of the commercial parking building in conjunction with an existing auto repair facility, on an approximately 12,980 square-foot site in the R2-1-O Zone, as well as consideration of the request for minor modifications to Condition Nos. 5, 23, and 24, as allowed by Condition No. 5 of Case No. ZA-2000-0454(ZV)(YV).

Condition No. 5 of Case No. ZA-2000-0454(ZV)(YV) permits adjustment to Conditions as needed. As you know, the approved parking structure was issued a Certificate of Occupancy on January 17, 2008. As anticipated in the original approval, it is appropriate to re-visit some of the conditions of approval and to modify them in light of the issues pertaining to current circumstances and operations of the subject site as they are consequently no longer applicable and/or necessary.

Based upon your comments at the October 15 hearing, the Applicant requests further modification to Condition Nos. 5, 23 & 24, as follows:

Revised Requests For Modifications To Conditions 5, 23 And 24

The Applicant requests the modifications to existing Condition Nos. 5, 23 and 24 for the reasons outlined below (in lieu of the previous requests that were outlined in the Plan Approval Application for these Conditions). Again, these modifications are based upon your comments at the hearing.

A strike-through version of the requested modifications to the Conditions is included below (where language that the Applicant is seeking to delete appears in strike-through format and language that the Applicant proposes to add is underlined).

Condition No. 5

Condition No. 1 requires a 6-month Plan Approval, and provides the Zoning Administrator with the discretion necessary to require additional Plan Approvals. As you know, the purpose of the Plan Approval is to review the effectiveness of, and the level of compliance with, the Conditions. Upon this review, the Zoning Administrator issues a determination which can modify the existing terms and conditions, add new terms and conditions, or delete one or more of them, as deemed appropriate. Given the current compliance and proposed mitigation measures, the Applicant requests that no future Plan Approval reviews be required. More importantly, as noted per comments at the public hearing by Councilmember Herb Wesson's Senior Deputy Andrew Westall, the Council Office advises that no further Plan Approvals are necessary.

### Request

The Applicant respectfully requests the following modification to Condition No. 5:

5. No future Plan Approval is required. *(Replaces original Condition No. 5 and Condition No. 5 as modified/clarified in the Letter of Modification, dated June 21, 2000).*

### Condition No. 23

Condition No. 23 requires all customer cars to be parked within the proposed parking building. This Condition also requires all staff parking and no customer vehicles to be located on the top of the parking building, with no staff or customer parking allowed on Redondo Boulevard.

The Applicant requests relief from the differentiation between parking location for staff cars and customer cars within the parking building, thereby allowing both staff parking and customer vehicle parking on the top of the parking building. However, the Applicant will continue to be compliant with the remaining requirements of Condition No. 23.

Currently, all customer cars are parked within the parking building, except on the top of the parking building which is allocated for staff parking only. No staff or customer parking is allowed on Redondo Boulevard, and the Applicant has posted signs on the Project Site stating this restriction. For details regarding the parking layout, please see the attached plot plan dated March 12, 2008 approved under Case No. ZA-20000454(ZV)(YV).

Per your comments at the public hearing, the Applicant requests modification to Condition No. 23 to allow both staff and customers to park on any level within the parking building with additional off-site parking provided for staff. The Applicant has contracted with a nearby church for the use of their parking lot as secondary employee parking spaces. The church is located approximately 575 feet away from the project site, within walking distance for employees. In addition, the Applicant continues to utilize temporary agreements with nearby property owners for additional employee parking spaces. This arrangement of providing additional employee parking at off-site contracted locations eliminates the need for the transportation of both the additional damaged and repaired cars from off-site locations in inclement weather, at night, and across major thoroughfares, as well as reduces traffic from employee vehicles, thus improving safety and adequately mitigating the impact of the commercial use on the surrounding neighborhood.

### Request

The Applicant respectfully requests the following modification to Condition No. 23:

23. All customer cars shall be parked within the proposed parking building. All employee parking shall be within the parking building or at designated off-site locations ~~on the top of the parking building. No customer vehicles can be parked on the top of the parking structure.~~ No employee or customer parking is allowed on Redondo boulevard.

Condition No. 24

Condition No. 24 restricts customer and staff access to the parking structure to La Brea Avenue only, with access from Redondo Boulevard for emergency use only. This Condition further requires that a closed gate restrict all non-emergency access onto Redondo Boulevard. However, as noted in our letter submitted on September 21, 2009, the Applicant was issued a Fire/Life Safety Violation by the Department of Fire on September 4, 2009. Consequently, in compliance with the conditions required by the Fire Department, modification to this Condition is thereby requisite.

Per your comments at the public hearing, the Applicant requests that the restriction of access on Redondo Boulevard be amended to allow ingress and egress through the driveways located on Redondo Boulevard during business hours only for operable customer vehicles only, in addition to the current allowance of customer and staff access through the driveway on La Brea Avenue.

Request

The Applicant respectfully requests the following modification to Condition No. 24:

24. ~~Customer and staff access to the proposed parking structure is through the driveway located on La Brea Avenue only. The closed gate on Redondo Boulevard restricts all non-emergency access onto Redondo Boulevard. Driveway gates on Redondo Boulevard shall remain open during the permitted hours of operation, as follows: 8 a.m. to 6 p.m., Monday to Friday and 8 a.m. to 12 noon, Saturday. The driveway shall be for the purpose of providing access to customers (who are in operable cars) to access the site for evaluation of their vehicles for auto repair service. There shall be no use of the driveway access onto Redondo Boulevard by tow trucks or flat bed trucks, which shall have access limited to La Brea Avenue.~~

Conclusion: This concludes our requested revised modifications to the Conditions of Approval. The Applicant will continue to comply with all of the existing Conditions of Approval, and will continue to operate with the primary goal of being a good neighbor, mindful of the concerns of the community.

Thank you for your consideration in this matter. Please do not hesitate to contact me with any questions or concerns.

---

Craig. Lawson & Co., LLC, Craig Lawson - November 2, 2009

I am writing on behalf of Harry's Auto Collision Center, Inc. ("Harry's"), the Applicant, to propose additional mitigation measures in the language of Condition No. 11 in the Conditions of Approval regarding the above-referenced case.

At the public hearing on October 15, 2009, you raised a few questions regarding a letter dated October 5, 2009 from Michael A. Siegel, a neighbor who lives at 1018 Meadowbrook



Avenue, located immediately west of the subject property (the "Siegel Letter"). The Siegel Letter raised concerns regarding amplified noise on the site, as follows:

*My request here is simply that all windows facing the homes behind the structure be kept closed, and that the speakers be turned off on the open roof.*

On Saturday, October 31, 2009 I personally visited Harry's Auto Collision Center and spent approximately one hour evaluating the noise issue regarding the audio paging system. I listened to the speaker system on each level of the building, as well as the noise at street level, and viewed the two operable windows on the second level (one of which is in a stairwell) that face towards the property on Meadowbrook Avenue. I also discussed this issue with Harry Barseghian, owner of Harry's Auto Collision Center.

The audio paging system is primarily used by the front office to communicate with staff members regarding incoming telephone calls and parts deliveries. It is also used to communicate with customers who are awaiting their vehicles in the enclosed waiting areas. At the time of my visit, the noise from the paging system was not audible beyond the property lines.

Based upon the issues raised by Mr. Siegel, and my review of the audio paging system, the Applicant has already taken the following steps to reduce noise:

- The volume on the audio paging system has been turned down.
- The wires to the speakers on the roof level have been disconnected. and the speakers are inoperable.
- Agreed that the two operable windows located on the westerly side of the building will remain closed and would only be opened for emergency use.

The restriction regarding audible noise is referenced in Condition No. 11 of Case No. ZA-2000-0454(ZV)(YV). A proposed revised version of the requested modification to this condition is included below (where language that the Applicant is seeking to add appears in underlined format).

The Applicant respectfully requests the following modification to Condition No. 11:

No amplified noise is allowed to be used on-site, with the exception of an internal audio intercom/paging system. The sound from any audio intercom/paging system shall be audible **only** in the interior portions of the structure, such as the employee lunch room, second floor reception area, and the automobile estimating and preparation area. The sound from any audio intercom/paging system **shall not** be audible on the rooftop parking level or in any outdoor (uncovered) area on the property. In order to eliminate Potential noise impacts on neighboring residential properties, the two operable windows on the second level (located near the westerly property line) **shall remain closed** at all times except during an emergency situation.

As we have noted in previous correspondence, the Applicant will continue to comply with all of the existing Conditions of Approval, and will continue to operate with the primary goal of being a good neighbor, mindful of the concerns of the community.

Thank you for your continued consideration in this matter. Please do not hesitate to contact me with any questions or concerns.

### **REVIEW OF COMPLIANCE WITH PREVIOUSLY IMPOSED CONDITIONS**

The project calls for the review of business operation and conditions of approval to permit the continued, use and maintenance of the commercial parking building in conjunction with the auto repair facility, on an approximately 12,980 square-foot site in the R2-1-O Zone.

Specifically, the project under review is in response to Condition No. 5, one of the conditions of approval by the Associate Zoning Administrator to re-examine and ensure full compliance with all the imposed conditions of approval contained in the determination.

The above condition was imposed in an effort to uphold and continue to enhance the integrity, ensure the preservation and enjoyment of adjoining properties, and to uphold the safety and security of the neighborhood. A drive in the neighborhood confirms that the subject site is located in close proximity to a medium density residential neighborhood.

#### **Administrative**

1. All other use, height and area regulations of the Municipal Code and all other applicable government/regulatory agencies shall be strictly complied with in the development and use of the property, except as such regulations are herein specifically varied or required.

Applicant Statement: With the exception of the regulations that are specifically varied or required by Case No. ZA-200-0454(ZV)(YV), all regulations of the L.A.M.C. and all other applicable government/regulatory agencies are strictly complied with in the existing development and use of the property. Please refer to the following responses to each specific condition below as well to the photographs in (Applicant's) Attachment D, (ZA Note: See the file.) which provide evidence of the Applicant's compliance with the Conditions of Approval.

Zoning Investigator Comment: The existing development does not deviate from the use, height, and area regulation of the Municipal Code.

2. The use and development of the property shall be in substantial conformance with the plot plan submitted with the application and marked Exhibit "A", except as may be revised as a result of this action.

Applicant Statement: The use and development of the property is in substantial conformance with the plot plan submitted with the application and marked as "Exhibit A". Per the two Letters of Modification, dated June 21, 2000 and March 29, 2001, and the Letter of Clarification, dated April 2, 2007, the plot plan has been revised to reflect these changes and is being submitted with this application.

Zoning Investigator Comment: The operator is in conformance with plot and floor plans submitted with the application.

3. The authorized use shall be conducted at all times with due regard for the character of the surrounding district, and the right is reserved to the Zoning Administrator to impose additional corrective conditions, if, in the Administrator's opinion, such conditions are proven necessary for the protection of persons in the neighborhood or occupants of adjacent property.

Applicant Statement: Harry's Auto Collision Center has conducted the authorized use at all times with due regard for the character of the surrounding district, as shown more fully in the balance of responses in this application to the conditions of operation. Please also refer to the photographs in (Applicant's) Attachment D (ZA Note: See the file.) as evidence of how the Applicant has complied with the granted Variances.

Zoning Investigator Comment: The Zoning Administrator's discretion.

4. The Fire Department shall review and approve the plot plan.

Applicant Statement: The building permit for the 2-story parking garage with one level basement parking (Building Permit No. 01010-10000-02046) which was issued on April 19, 2002, provides evidence of the review and approval of the plot plan by the Fire Department.

Zoning Investigator Comment: Applicant is in compliance.

5. The applicant shall file a Plan Approval application within six months from the effective date of this case to evaluate the operation of the business and conditions of approval. Conditions may be adjusted as needed.

Applicant Statement: This condition was subsequently modified/clarified in the Letter of Modification, dated June 21, 2000, as follows:

The required 6 month review should start from the issuance of a temporary or permanent Certificate of Occupancy to allow for the adequate review of the real operation of the business, not from the effective date of the determination.

This Plan Approval application is being submitted following the issuance of the Certificate of Occupancy, in compliance with Condition 5. The Certificate of Occupancy was issued on January 7, 2008 (please refer to Attachment 1)(ZA Note: See the file.), however all work had not been completed and full operation did not commence until after the 6 month time period. In order to allow for the adequate review of the real operation of the business, the building should be fully operational and utilized at the time of the review. Consequently, this Plan Approval application is being filed at this time to meet the intent of Condition 5, which is to provide the adequate evaluation of the operation of the business and the conditions of approval.

Zoning Investigator Comment: Applicant is in compliance.

6. Improve La Brea Avenue (broken curbs and full sidewalk) and Redondo Boulevard (close unused driveway and parking landscape) to the satisfaction of the City Engineer and submit a parking/driveway plan for their approval.

Applicant Statement: Building Permit No. 01010-10000-02046, which was issued on April 19, 2002, shows that this condition has been satisfied. Please also refer to Attachment D, which contains photographs showing the appropriate improvements. Please note that the current conditions may not fully represent the improvements that had been made by the Applicant on La Brea Avenue (broken curbs and full sidewalk) due to recent disrepair from automobile accidents, etc.

Zoning Investigator Comment: Applicant is in compliance.

### **Environmental**

7. All graffiti on the site shall be removed or painted over to match the color of the wall surface to which it is applied within 24 hours of its occurrence.

Applicant Statement: All graffiti on the site is removed or painted over to match the color of the surface to which it is applied within 24 hours of its occurrence. Furthermore, wall surfaces have been painted with an anti-graffiti coat (as required) and the Applicant has indicated that graffiti on the site is immediately removed as it is identified. Please see Attachment D for photographs. (ZA Note: See the file.)

Zoning Investigator Comment: Compliance is being maintained.

8. The project frontage facing Redondo Boulevard shall be landscaped as shown on the site plan marked Exhibit A. All other non-building yards shall be landscaped to the satisfaction of the Zoning Administrator.

Applicant Statement: This condition was subsequently modified/clarified in the Letter of Modification, dated March 29, 2001, as follows:

Landscaping - The revised plan includes a ramp in the area where parking was anticipated on the top level. This will affect the landscape plan. This is a minor adjustment in the location of landscaping and is approved.

As required and shown in the submitted landscape plan, the project frontage facing Redondo Boulevard has been landscaped in compliance with Condition 8. Please also see Attachment D for photographs showing conformance with the ramp on the top level as well as with the approved location of landscaping.

Zoning Investigator Comment: Applicant is in compliance.

9. All lighting shall be shielded to shine only on the subject property.

Applicant Statement: Please see (Applicant's) Attachment D, (ZA Note: See the file.) which contains photographs of the lighting shielded away from adjacent residential properties and directed on the subject property. There is no lighting provided on the

southern boundary of the Project Site, adjacent to the residential properties. Furthermore, the type of provided lighting and design elements is compatible with residential uses, and thus does not require shields as it only illuminates the subject property.

Zoning Investigator Comment: Applicant is in compliance.

10. The front facade of the proposed parking structure shall be designed to look like the artist's rendering proposed at the public hearing marked as Exhibit B (see attached). There shall be no opening in the parking building facing north or east.

Applicant Statement: This condition was subsequently modified/clarified in the Letter of Modification, dated June 21, 2000, as follows:

The prohibition of open windows is for the north and west sides not the east side.

Please see (Applicant's) Attachment D, (ZA Note: See the file.) which contains photographs showing the front facade of the parking building has been developed as designed in the artist's rendering shown at the public hearing and marked as Exhibit B in the Letter of Determination (please also refer to the photographs in (Applicant's) Attachment D) (ZA Note: See the file.). However, while Condition 5, as currently written, prohibits open windows on the north and west sides of the parking building, the Applicant believes the prohibition of windows on the north side of the parking building was written in error because the building is directly connected to the Harry's Auto Collision Center on the north side. Instead, the Applicant believes that it was the intent of this condition to prohibit windows on the sides of the parking building which adjoin neighboring residential uses. The residential uses are located to the south and west of the Project Site, not to the north. As demonstrated in the photographs found in (Applicant's) Attachment D, there are currently no open windows located on the south and west sides of the parking building.

The Applicant requests for the modification of Condition 10 in order for the Zoning Administrator to provide the clarification discussed above (Please see (Applicant's) Attachment B.)

Zoning Investigator Comment: Applicant is in compliance, but the statement should read as follows; "There shall be no opening in the parking building facing south or west". See correction letter dated June 21, 2000.

11. No amplified noise is allowed to be used on-site.

Applicant Statement: The Applicant requests for the modification of Condition 11 (Please see Attachment B.)

Zoning Investigator Comment: Staff did not hear any unusual noise emanating from the building. Applicant is requesting modification for Condition No. 11 to be allowed to use a PA system to communicate internal messages between workers for safety purposes.

12. The rooftop parking shall be screened on the northern and eastern sides (facing the residential properties) with a 6-foot wall and a 6-foot trellis on top for landscaping to the satisfaction of the Zoning Administrator.

Applicant Statement: As shown in Photographs #28-30 in (Applicant's) Attachment D, (ZA Note: See the file.) the 6-foot wall and 6-foot trellis (for landscaping) screening the sides of the rooftop parking facing the residential properties has been provided, but on the western and southern sides per the intent of Condition 12. The Applicant requests for the modification of Condition 12 in order for the Zoning Administrator to correct this condition (Please see (Applicant's Attachment B.) (ZA Note: See the file.)

Zoning Investigator Comment: Applicant is in compliance. Applicant is requesting modification to Condition No. 12 to read (western and southern) instead of (northern and eastern).

13. If requested by the adjacent neighbor, new trees shall be planted on the northernmost easterly neighbor's rear property, to the satisfaction of the Zoning Administrator.

Applicant Statement: There has been no request by the adjacent neighbor for the addition of new trees to be planted on the northernmost easterly neighbor's rear property.

Zoning Investigator Comment: The adjacent neighbors to the northeasterly rear property have no request for new trees at this time.

14. All conditions of the City's environmental conditions in Mitigated Negative Declaration 2000-0455(ZV)(YV) shall be implemented (see attached ((to the original Letter of Determination - ZA Note: See the file.))).

Applicant Statement: The project has complied with all mitigation measures required by MND-2000-0455-ZV-YV for project.

Zoning Investigator Comment: Applicant is in compliance.

15. The air venting exit for the parking structure shall be on the south side nearest the existing auto repair business.

Applicant Statement: This condition was subsequently modified/clarified in the Letter of Modification, dated June 21, 2000, as follows:

Air venting shall be on the north side not the south side.

As shown in Photograph #30 in (Applicant's) Attachment D, the air venting exit is located on the south side of the parking building as approved via City Departmental Clearance and evidenced by the issuance of the Certificate of Occupancy for the

parking building on January 7, 2008. The Applicant requests the modification of Condition 15 (please see ((Applicant's))Attachment B). ZA Note: See the file.

Zoning Investigator Comment: The air vent is located on the north side of the exit. Applicant is requesting Condition No. 15 to read; "north" instead of south. See correction letter dated June 21, 2000.

16. No further expansion of the subject business in the residential zone is allowed.

Applicant Statement: Consistent with this condition, no further expansion of the subject business has taken place in the residential zone beyond the maximum development approved under Case No. ZA-2000-0454(ZV)(YV). However, it should be noted that a minor modification was subsequently made to the project per the Letter of Modification, dated March 29, 2001, as follows:

Area - The revised plan includes additional usable area, including the reconfiguration of the washroom/locker/lounge area for the employees. While the area of that employee lounge is approximately 3,000 square feet, the total floor area of the parking structure remains unchanged. There is no substantial change in the parking garage, only a minor adjustment in the staff locker room on the first floor.

Zoning Investigator Comment: Applicant is not asking for expansion of the building.

## Operation

17. The height of the building shall not exceed 33 feet.

Applicant Statement: This condition was subsequently modified/clarified in the Letter of Modification, dated March 29, 2001, as follows:

Height - The elevator and stair shafts on the rooftop level will exceed 33 feet, and will reach approximately 36 feet in height. While elevator and stair shafts are generally exempt from a specified height limit, Section 12.21-B.3(a) exempts "stairwells" from the height limits in the zone code.

The height of the existing parking building does not exceed 33 feet, with the exception of the elevator and stair shafts exempted per L.A.M.C. Section 12.21-B.3(a). Please see the submitted plans showing compliance with this condition.

Zoning Investigator Comment: Applicant is in compliance.

18. No auto repair work or customer/staff work is allowed on the public street.

Applicant Statement: All auto repair work and customer/staff work as well as limited customer/staff work is conducted on the Project Site and not on residential streets.

Zoning Investigator Comment: Staff walked around the streets in close proximity to subject's property, and did not find/notice any repair work done outside the premises.

19. No "test driving" of customer cars is allowed on residential streets.

Applicant Statement: The Applicant does not require "test driving" of customer cars, as the services provided by Harry's Auto Collision Center is primarily for external auto body repair. The services provided include auto painting, auto body and dent repair. All services are performed on the premises, and thus customer cars are not driven on residential streets. However, in the event that a customer has a complaint regarding body work that requires the car to be driven in order to address the problem (i.e. rattling door), the mechanic will test drive the customer car on La Brea Avenue.

Zoning Investigator Comment: No "test drive" was done during staff visit.

20. The permitted hours of operation are 8 a.m. to 6 p.m., Monday to Friday and 8 a.m. to 12 noon, Saturday.

Applicant Statement: The hours of operation do not exceed 8 a.m. to 6 p.m., Monday to Friday or 8 a.m. to 12 noon, Saturday.

Zoning Investigator Comment: The applicant has posted correct hours of operation in the building.

21. No auto repair activities shall be allowed in the parking structure.

Applicant Statement: All auto repair activities are conducted in the Harry's Auto Collision Center located on La Brea Avenue, and not in the parking building. Please note that the lifts located on the subterranean level and ground floor level of the parking building are used for estimates and not auto repair. Also, auto preparation work, such as detailing and car washing, is provided on the ground floor level of the parking building.

Zoning Investigator Comment: Applicant is in compliance.

## **Parking**

22. Parking for 69 cars shall be provided.

Applicant Statement: This condition was subsequently modified/clarified in the Letter of Modification, dated March 29, 2001, as follows:

Parking - due to the need to extend the ramping to the upper level, the total number of parking spaces provided in the structure will be 64 instead of 69 spaces. None of these parking spaces are required so the request is reasonable.



The modification revises Condition No. 22, modifying the number of parking spaces provided in the parking building to 64 spaces. The Certificate of Occupancy issued on January 17, 2008 (see ((Applicant's)) Attachment 1) indicates that the total number of parking spaces required is 61 and the total number of parking spaces provided is 64 (22 standard parking spaces, 37 compact parking spaces, 2 handicapped parking spaces and 3 bicycle spaces). In addition, mechanical automobile lift parking spaces located on the subterranean parking level provide 6 additional parking spaces for a total of 70 parking spaces provided. Please see the site plan and floor plans for details showing compliance with Condition No. 22 by providing the required 64 parking spaces.

Zoning Investigator Comment: Applicant is in compliance.

23. All customer cars shall be parked within the proposed parking building. All staff parking shall be on the top of the parking building. No customer vehicles can be parked on the top of the parking structure. No staff or customer parking is allowed on Redondo Boulevard.

Applicant Statement: The current business operation is compliant with Condition 23. Currently, all customer cars are parked within the parking building, except on the top of the parking building which is allocated for staff parking only. No staff or customer parking is allowed on Redondo Boulevard, and the Applicant has posted signs on the Project Site stating that parking is restricted on Redondo Boulevard. However, the Applicant requests for the modification of a portion of Condition 15 (please see ((Applicant's)) Attachment B.) ZA Note: See the file.

Zoning Investigator Comment: Applicant is in compliance, but the applicant believes that Condition No. 23 needs further interpretation as for those customers (visiting the facility without their damaged car are they excluded from parking their vehicle on the top of the parking structure).

24. Customer and staff access to the proposed parking structure shall be from La Brea Avenue only. Redondo Boulevard access is for emergency use only. A closed gate shall restrict all non-emergency access onto Redondo Boulevard.

Applicant Statement: Modification to Condition 24 is requested (Please see ((Applicant's)) Attachment B.) ZA Note: See the file.

Zoning Investigator Comment: Applicant is requesting that Condition No. 24 be modified as a result of letter of violation issued to them by the Department of Fire for Fire/Life Safety Violation regarding the use of driveway located on Redondo Boulevard as ingress and egress during business hours.

### **APPLICANT REQUEST FOR MODIFICATION OF EXISTING CONDITIONS**

Per Condition No. 5, the Zoning Administrator has the authority to make adjustments to the Conditions of Approval for the Project Site. Of the 24 Conditions currently imposed on the Project Site, the Applicant is requesting modifications to portions of 6 Conditions. However,

as described below, the Applicant is also volunteering to accept additional restrictions on certain activities as a "trade-off" for more flexibility in other areas.

Condition No. 10: The front facade of the proposed parking structure shall be designed to look like the artist's rendering proposed at the public hearing marked as Exhibit B (see attached). There shall be no opening in the parking building facing north or east. NOTE: This condition was subsequently modified/clarified in the Letter of Modification, dated June 21, 2000, as follows:

The prohibition of open windows is for the north and west sides not the east side.

Request: The Applicant requests that Condition No. 10 be corrected to read, "The prohibition of open windows is for the south and west sides not the east side."

Justification: The purpose of the prohibition of open windows was to provide the appropriate protection of the residential uses abutting the parking building. The abutting residential properties are located to the south and west of the Project Site, thus the revised language is requested in order to accurately reflect the locations of the existing open windows of the parking building, which are on the south and west sides.

Condition No. 11: No amplified noise is allowed to be used on-site.

Request: The Applicant requests that this Condition be amended to allow for the use of a Public Address (or "PA") System within the parking structure, with no amplified noise to be allowed to be allowed on the roof or exterior of the building.

Justification: The walls of the parking building have been constructed with sound-proof materials, preventing any noise spill-over that would negatively impact the adjacent residential properties. The use of the PA system is necessary for employee communication in order to create efficient and effective use of the parking building. Since this PA system will not be used on the roof or the exterior of the building, the Applicant believes that this request is reasonable and will not conflict with the intent of Condition No. 11 which seeks to mitigate any noise impacts on the surrounding residential neighborhood.

Condition No. 12: The rooftop parking shall be screened on the northern and eastern sides (facing the residential properties) with a 6-foot wall and a 6-foot trellis on top for landscaping to the satisfaction of the Zoning Administrator.

Request: The Applicant requests that Condition No. 12 be corrected to clarify the location of the residential properties, which is on the western and southern sides of the parking structure, not the northern and eastern sides.

Justification: As shown in (Applicant's) Attachment D, the 6-foot wall and 6-foot trellis (for landscaping) screening the sides of the rooftop parking facing the residential properties has been provided, on the western and southern sides, in compliance with the intent of Condition 12 to screen the parking building from the residential properties.

Condition No. 15: The air venting exit for the parking structure shall be in the south side nearest the existing auto repair business. NOTE: This condition was subsequently modified/clarified in the Letter of Modification, dated June 21, 2000, as follows:

Air venting shall be on the north side not the south side.

Request: The Applicant requests that the revision to Condition No. 15 per the Letter of Modification dated June 21, 2000 be removed and the Condition be revised to reflect the current location of the air venting exit for the parking building on the south side.

Justification: As shown in Photograph #30 in Attachment D, the air venting exit is located on the south side of the parking building. Departmental clearance was given by the Department of City Planning on January 16, 2002 on the site plans to develop the parking building with the location of the air venting exit on the south side of the parking building. Given this approval, the building permit was issued on April 19, 2002 (Building Permit No. 01010-10000-02046). Although the air venting exit is located on the south side of the parking building, the actual exit faces the existing auto repair business. Consequently, there is no impact to the adjacent residential uses on the south as all emissions are directed onto the Project Site and neighboring commercial uses.

Condition No. 23: All customer cars shall be parked within the proposed parking building. All staff parking shall be on the top of the parking building. No customer vehicles can be parked on the top of the parking structure. No staff or customer parking is allowed on Redondo Boulevard.

Request: The Applicant requests relief from the delineation of parking location for staff cars and customer cars within the parking building, thereby allowing staff parking and customer vehicle parking on the top of the parking building. However, the Applicant is compliant with the remaining requirements of Condition No. 23.

Justification: The current business operation is compliant with Condition 23. Currently, all customer cars are parked within the parking building, except on the top of the parking building which is allocated for staff parking only. No staff or customer parking is allowed on Redondo Boulevard, and the Applicant has posted signs on the Project Site stating this restriction.

However, the Applicant hereby requests a modification to this Condition to allow both staff and customers to park on any level within the parking building. Given the increasing volume of damaged and repaired customer cars within the parking building, as well as the vendors, insurance adjusters, and inspectors that visit the Project Site, the Applicant respectfully requests the modification of Condition 23 to allow customers cars to also be allowed on the top level of the parking building. The Applicant has contracted with the Cathedral Chapel of Santa Vibiana located at 913 S. La Brea Avenue for the use of their parking lot as secondary employee parking spaces for Harry's Auto Collision Center. In addition, the Applicant continues to utilize temporary agreements with nearby property owners (such as McBride Motors at 915 S. La Brea Avenue) for additional employee parking spaces. The current

arrangement of providing additional employee parking on off-site contracted locations has stopped the transportation of both the additional damaged and repaired cars from off-site locations in inclement weather, at night, and across major thoroughfares, thus improving safety and adequately mitigating the impact of the commercial use on the surrounding neighborhood.

Condition No. 24: Customer and staff access to the proposed parking structure is through the driveway located on La Brea Avenue only. The closed gate on Redondo Boulevard restricts all non-emergency access onto Redondo Boulevard.

Request: The Applicant requests that the restriction of access on Redondo Boulevard be amended to allow ingress and egress through the driveways located on Redondo Boulevard during business hours only, in addition to the current allowance of customer and staff access through the driveway on La Brea Avenue.

Justification: The parking building is located on Redondo Boulevard, immediately south of the busy intersection of two designated Major Highways, Olympic Boulevard and La Brea Avenue. Given consistently high levels of traffic on La Brea Avenue, strict entry and exit to the Harry's Auto Collision Center and accessory parking building via the driveway located on La Brea Avenue is problematic. With entry to the parking building restricted to the driveway located on La Brea Avenue only, traffic flow on La Brea Avenue would be significantly interrupted with the queuing of vehicles. The driveway access located on Redondo Boulevard would not exceed the business hours of operation from 8 a.m. to 6 p.m., Monday to Friday and 8 a.m. to 12 noon, Saturday. The gate on Redondo Boulevard would remain closed at all other times. Given that the traffic impact on La Brea Avenue relative to Redondo Boulevard is far more deleterious, the Applicant requests that the closed gate on Redondo Boulevard allow for regular, non-emergency access.

#### **AUTHORITY FOR PLAN APPROVAL**

Section 12.27-U of the Los Angeles Municipal Code provides in part:

##### **"U. Plan Approvals**

1. Development of Site. On any lot or portion thereof on which a use is permitted pursuant to a variance, new buildings or structures may be erected, enlargements may be made to existing buildings, and existing uses may be extended if plans for those changes are submitted to and approved by a Zoning Administrator. A Zoning Administrator shall not approve any use, single deviation or combination or series of deviations from the zoning regulations which was not approved as part of the original variance, or which would result in an increase in size or bulk of buildings exceeding 20 percent."

#### **MANDATED FINDINGS**

In order for a plan approval to be granted, all five of the legally mandated findings delineated in City Charter Section 562 must be made in the affirmative. Following

(highlighted) is a delineation of the findings and the application of the relevant facts of the case to same:

1. **The strict application of the provisions of the Zoning Ordinance would result in practical difficulties or unnecessary hardships inconsistent with the general purpose and intent of the zoning regulations.**

The Applicant has acted pursuant to Section 12.27-U of the Los Angeles Municipal Code and as required by Condition No. 5 of ZA 2000-0454(ZV)(YV), to file a request for a Plan Approval to review the business operation and conditions of approval to permit the continued, use and maintenance of a commercial parking building in conjunction with an auto repair facility, on an approximately 12,980 square-foot site in the R2-1-O Zone.

It was noted at the October 15, 2009 Public Hearing on this matter that the Applicant was also seeking to modify several of the previously imposed conditions, but that these proposed modifications were not described in the Notice of Public Hearing, but were described in the Application

On May 22, 2000 the Zoning Administrator had previously found in part that:

The strict application of the provisions of the Zoning Ordinance would result in practical difficulties or unnecessary hardships inconsistent with the general purpose and intent of the zoning regulations because the current City zoning pattern in the local area creates a hardship because there is no available property on which to expand the parking without using residentially zoned property adjacent to the business.

In taking this prior action, the Zoning Administrator imposed a number of conditions designed to mitigate any potential disruptive impacts resulting from the project on nearby residential properties. Letters to the file indicate these conditions have been successful. Now the applicant seeks to make minor modifications to a number of these conditions. The modifications appear to only fine tune the prior conditions and do not constitute an abandonment of the prior protective measures.

In light of all the above the Zoning Administrator is able to find that the project site is in substantial compliance with the conditions previously imposed on the subject business by the Zoning Administrator and in that:

- The use is existing.
- The public hearing was not controversial.
- There is a substantial number of letters of support for the subject use.
- There are no letters of opposition to the file
- The requested modification to conditions are minor in nature and their adoption does not threaten the well being of the surrounding neighborhood, and do not undermine the prior action of the Zoning Administrator.
- Additional minor but still corrective conditions have been designed and imposed on the subject use.

Thus, the prior grant has been continued and the requested modification of conditions approved.

2. **There are exceptional circumstances applicable to the subject property which do not generally apply to other properties in the same zone and vicinity in which the site is located.**

On May 22, 2000 the Zoning Administrator had previously found in part that:

There are special circumstances applicable to the subject property such as size, shape, topography, location or surroundings that do not apply generally to other property in the same zone and vicinity in that a special circumstance is created due to La Brea's curving alignment, which places commercially zoned properties immediately across the project site.

There has been little change in the area since the above was written. The observations made in the 2000 grant remain valid today. The Applicant's request for modification of conditions is reasonable and represents a "fine tuning" of operations to better facilitate the underlying business operation and to insure the previously imposed conditions remain valid as to their scope and intention. Thus, it can again be found that, "There are exceptional circumstances applicable to the subject property which do not generally apply to other properties in the same zone and vicinity in which the site is located."

3. **Such variance is necessary for the preservation and enjoyment of a substantial property right or use generally possessed by other property in the same zone and vicinity but which, because of such special circumstances and practical difficulties or unnecessary hardships, is denied the property in question.**

On May 22, 2000 the Zoning Administrator had previously found that:

This variance is necessary for the preservation and enjoyment of a substantial property right or use generally possessed by other property in the same zone and vicinity but which, because of such special circumstances and practical difficulties or unnecessary hardships, is denied the property in question because in the Wilshire community, there are other approved examples of parking structures by variance in residential areas. Paramount Studios has built a four-story residentially appearing parking building on Van Ness Avenue (north of Melrose) and Raleigh Studios has a three-story garage on Van Ness Avenue (south of Melrose) in a single-family zone. According to testimony at the public hearing, there is a three-story parking building near 8th and Detroit and one near Hauser and 8th Street in a residential zone. Clearly, the City has established a policy of approving similar parking buildings by variances in residential areas of Wilshire which are short on parking because the "greater good" is to increase existing parking to prevent spillover parking which hurts nearby residential areas.

In light of the above, the Zoning Administrator is able to find that this variance remains necessary for the preservation and enjoyment of a substantial property right or use generally possessed by other property in the same zone and vicinity but which, because of such special circumstances and practical difficulties or unnecessary hardships, is denied the property in question in that the surrounding land use pattern has not substantially changed from that which was previously described by the Zoning Administrator in the year 2000.

4. **The granting of such variance will not be materially detrimental to the public welfare, or injurious to the property or improvements in the same zone or vicinity in which the property is located.**

In addition to the continued compliance with conditions, the applicant has two minor hurdles still before it to achieve its stated goals associated with the request for condition modifications. The applicant must demonstrate the external public address speakers are made inoperable and that the stated off-site parking is in fact established. To assure this is achieved the Zoning Administrator has required a 2nd Plan Approval review, but has reserved the right to waive said Plan Approval review and to deal with matter by a Letter of Communication if the Applicant can demonstrate that the exterior speakers have been made inoperable and that obligatory agreements exist between the Applicant and third parties as to the provision of off-site parking. With the imposition of that condition and others, the Zoning Administrator is able to again find that, "The granting of such variance will not be materially detrimental to the public welfare, or injurious to the property or improvements in the same zone or vicinity in which the property is located."

5. **The granting of variance will not adversely affect any element of the General Plan.**

The Wilshire Plan Map designates the property for Low Medium Density Residential with corresponding zones of ADP, C1, C1.5, C2, C4, C5, CR, CW, LASED, and WC, and Height District No. 1. The subject property is not currently within the area of any specific plans or interim control ordinances.

On May 22, 2000 the Zoning Administrator had previously found in part that:

The granting of the variance will not adversely affect any element of the General Plan because the current adopted Wilshire Community Plan identifies the subject property for residential use as a general goal. The variance process allows a fine tuning of a general plan based on special circumstances that might more carefully evaluate the best zoning on a specific property. This location historically has been zoned both commercial and residential and a case can be made for both uses. The removal of the existing older move-on housing which was previously on-site and the market economics which make it unlikely that a new four-unit project can be presently built, tips the scale in favor of this variance to more accurately determine the best land use for these two subject lots. The original Wilshire Plan made a general initial land use decision, this variance has identified a more practical land use.

That statement remains valid today.

**ADDITIONAL MANDATORY FINDINGS**

6. The National Flood Insurance Program rate maps, which are a part of the Flood Hazard Management Specific Plan adopted by the City Council by Ordinance No. 172,081, have been reviewed and it has been determined that this project is located in Zone C, areas of minimal flooding.
7. On April 20, 2009, the subject project was issued a Notice of Exemption (Article III, Section 3, City CEQA Guidelines), log reference ENV 2009-1190 -CE, for a Categorical Exemption, Class 21, Category 2, City CEQA Guidelines, Article VII, Section 1, State EIR Guidelines, Section 15100. I hereby adopt that action. .



ALBERT LANDINI  
Associate Zoning Administrator  
Direct Telephone No. (213) 369-0552

AL:Imc

cc: Councilmember Herb Wesson  
Tenth District  
Adjoining Property Owners





**VICINITY MAP**

**SITE : 1023-1027 REDONDO BLVD.**

**ZA 2000 0454**

**GC MAPPING SERVICE, INC.**

**3055 WEST VALLEY BOULEVARD  
ALHAMBRA CA 91803**

**(626) 441-1080, FAX (626) 441-8850**

**GCMAPPING@RADIUSMAPS.COM**

# CITY OF LOS ANGELES



## ADJACENT OWNERS MAP

### GC MAPPING SERVICE, INC.

3055 WEST VALLET BOULEVARD  
ALHAMBRA CA 91803  
(626) 441-1080, FAX (626) 441-8850  
gcmapping@radiusmaps.com

### LEGEND

- ⑥ OWNERSHIP NO.
- 1 OWNERSHIP HOOK

CASE NO.  
DATE: 02-16-09  
SCALE: 1" = 100'  
D.M. 132 B 181

### OWNERSHIP MAP

7A 2000 0454

# Plot Plan

NEW WALL  
EXISTING WALL  
EXISTING WALL TO BE REMOVED/DIEMD  
FILL-IN WALL  
NEW  
NEW LOCATION

**LEGEND:**

① EXISTING FLOOR PLAN AT ROOF DECK  
SCALE 1/8" = 1'-0"

71 2011 01 27

(E) MECHANICAL (A/C) UNITS -  
W/ 50" CLEARANCE

EXISTING ROOF DECK

HARRY'S AUTO BUILDING

S. REONDO BLDG, LOS ANGELES, CA 90019

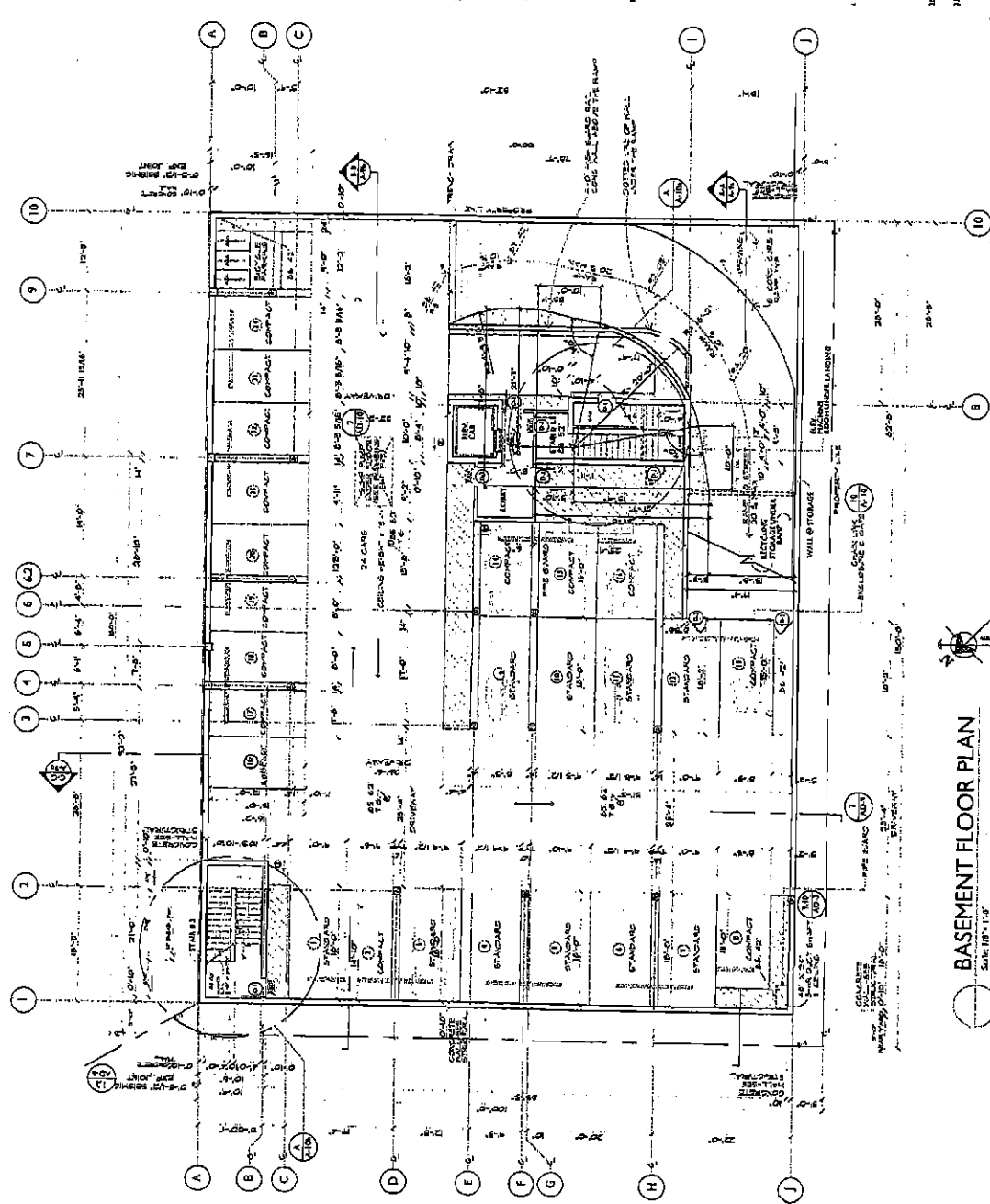
NY 64553HAN

- 23 -

VIGOR CHARIBIAN  
STRUCTURAL ENGINEER  
467 OCEAN VIEW BLVD.  
GLENDALE, CA 91208  
(818) 470-8802

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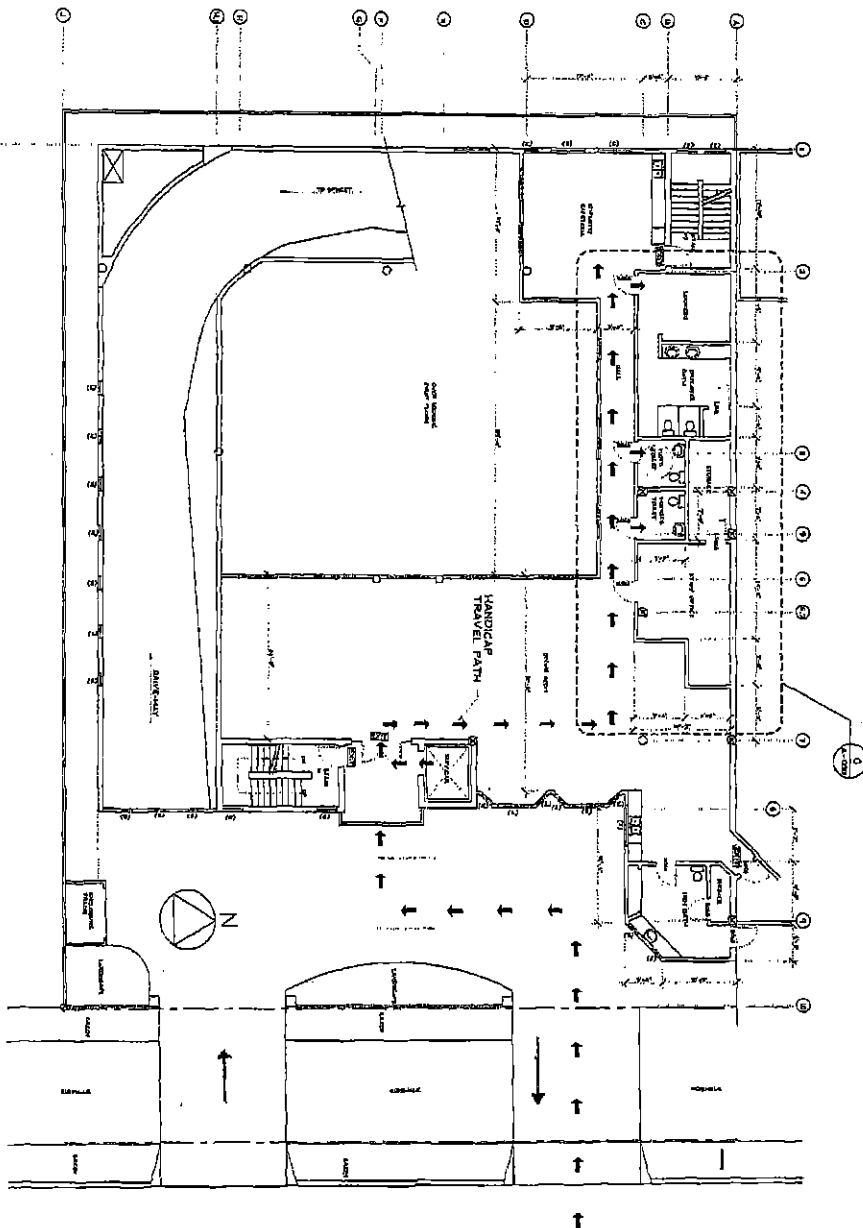
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- [illegible]

**LEFT DIRECTIONAL SIGN**

EXHIBIT A 4/10

**BASEMENT FLOOR PLAN**



① SECOND LEVEL FLOOR PLAN  
SCALE 1/8" = 1'-0"

NOTE:  
FOR ELEVATION DETAIL SEE APPROVED PLAN SHEET NO. ②

EXHIBIT "A" 5/10

DATE: 10/15/54 DRAWN BY: J. L. S. CHECKED BY: J. L. S. TITLE: 2ND FLOOR PLAN PROJECT: A-4R	PROJECT NAME: HARRY'S AUTO BUILDING ADDRESS: 1025 S. REDONDO BLVD. LOS ANGELES, CA 90019 OWNER: HARRY SARGENTIAN TELEPHONE: (213) 493-4	CIVIL ENGINEER: VIGOR GHARIBIAN STRUCTURAL ENGINEER 3467 OCEAN VIEW BLVD. GLENDALE, CA 91205 (818) 470-8802	PLAN PREPARED BY: 
	SHEET NO. ② OF ② TOTAL SHEETS: ②		

ELEVATIONS

HARRY'S AUTO BUILDING  
1023 S. RECONDO BLVD., LOS ANGELES, CA 90019  
HARRY BARSCHIAN  
(213) 482-4600

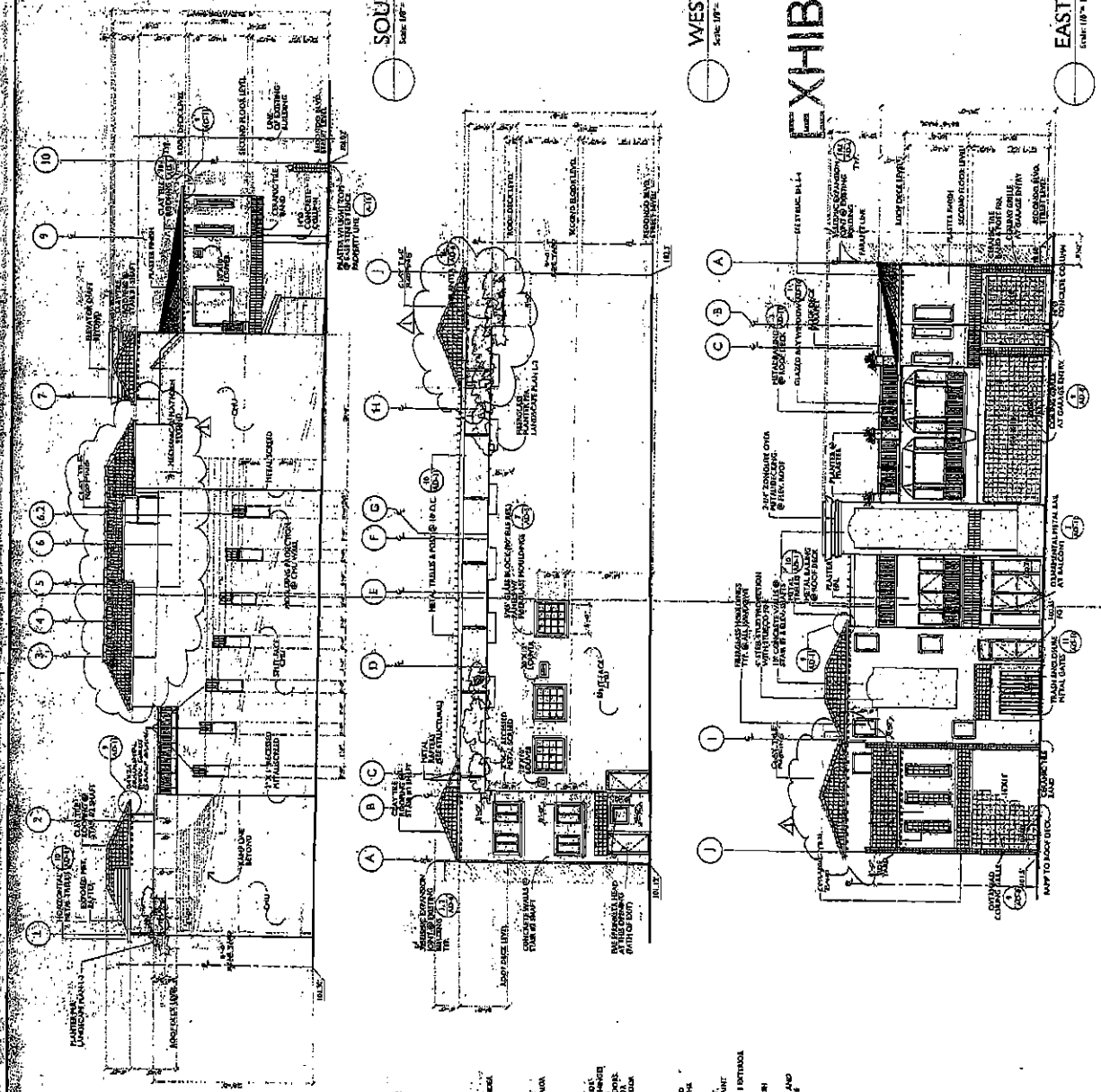
VIGOR GUARDIAN  
STRUCTURAL ENGINEER  
1001 S. GLENDALE  
GLENDALE, CA 91201  
(818) 470-1111

SOUTH ELEVATION  
Scale: 1/8" = 1'-0"

WEST ELEVATION  
Scale: 1/8" = 1'-0"

EAST ELEVATION  
Scale: 1/8" = 1'-0"

EXHIBIT "A" 1/16

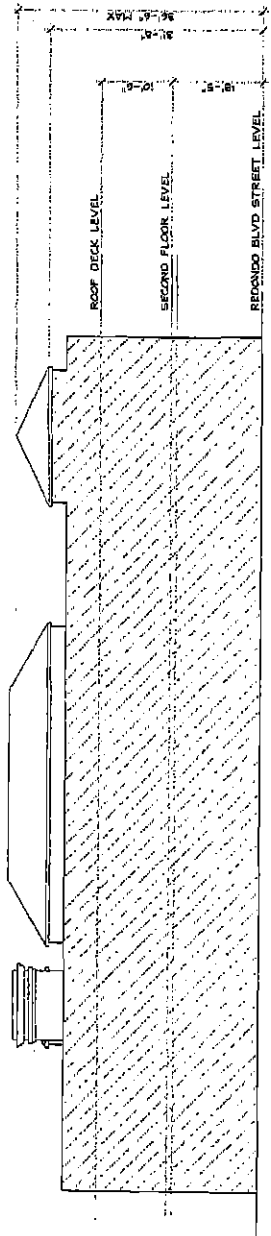


NOTES

1. FINISHES TO BE SHOWN ON DRAWINGS FOR THE UNLESS OTHERWISE NOTED.
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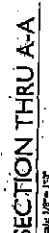


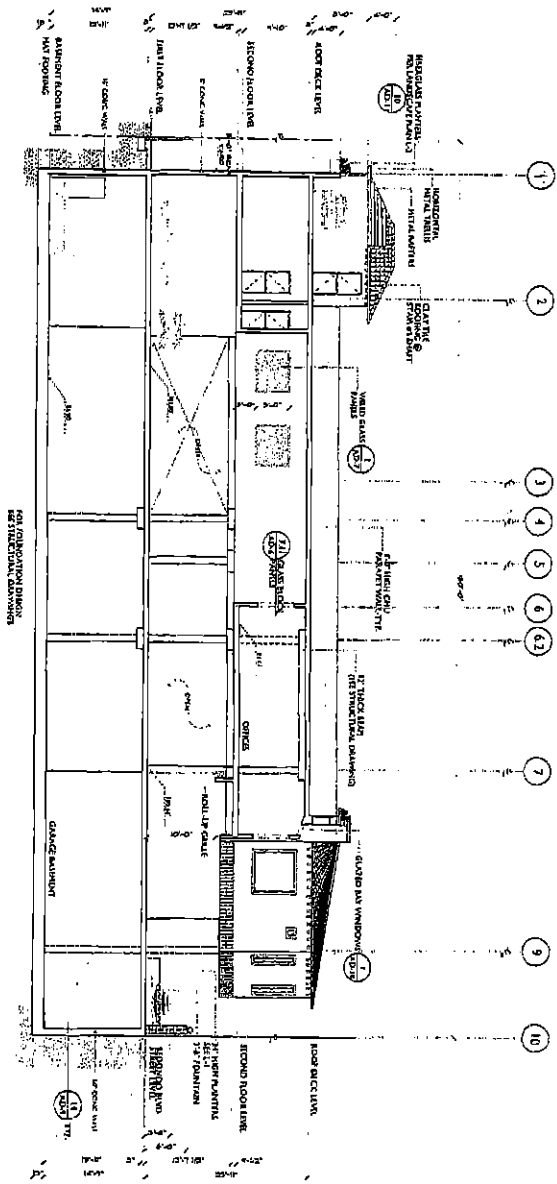
Project Name: <b>HARRY'S AUTO BUILDING</b> Address: <b>1028 S. REDONDO BLVD. LOS ANGELES, CA 90019</b> Architect: <b>HARRY BARBERMAN</b> Telephone: <b>(213) 470-8802</b>		Design: <b>VIEN SHARIAN</b> Structural Engineer 1487 OCEAN VIEW BLVD. GLENDALE, CA 91201 (213) 470-8802		Date: <b>12/15/88</b> Job No: <b>88-108</b> Sheet: <b>A-5a</b>	
Title: <b>ELEVATION</b> Scale: <b>1/8" = 1'-0"</b>		Project No: <b>88-108</b> Drawing No: <b>A-5a</b>		Revision: <b>1</b> Date: <b>12/15/88</b>	



① NORTH SIDE ELEVATION  
SCALE 1/8" = 1'-0"

EXHIBIT "A" %





SECTION THRU B-B

SCALE: 1/8" = 1'-0"

NOTES:

1. PROVIDE INSULATION & VENTILATION IN ALL ROOF AREAS.
2. PROVIDE INSULATION & VENTILATION IN ALL ROOF AREAS.
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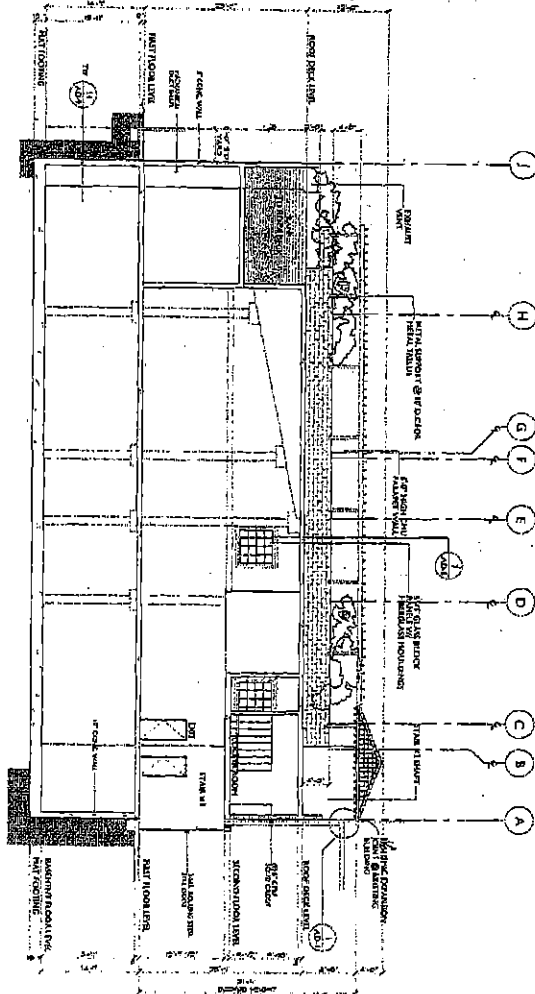
EXHIBIT "A" 7/10



SECTION - U B-B

JOHN WILLIAMS & PARTNERS, INC.  
architects + engineers  
9000 Sepulveda Boulevard  
Van Nuys, California 91411  
Tel: (310) 215-2000

A-9b



SECTION THRU C-C  
Scale: 1/8" = 1'-0"

- NOTES:**
1. REAR ELEVATION & VALUE FOR PLANS AND TIE IN DISCREPANCY
  2. REAR ELEVATION & VALUE FOR PLANS AND TIE IN DISCREPANCY
  3. REAR ELEVATION & VALUE FOR PLANS AND TIE IN DISCREPANCY
  4. REAR ELEVATION & VALUE FOR PLANS AND TIE IN DISCREPANCY

EXHIBIT "A" 10/10



SECTION T C-C

JOHN WILLIAMS & PARTNERS, INC.  
1800 Wilshire Blvd.  
Los Angeles, CA 90057  
Tel: (213) 211-1100

A-9c

LYNN K. WYATT  
CHIEF ZONING ADMINISTRATOR  
ASSOCIATE ZONING ADMINISTRATORS  
R. NICOLAS BROWN  
SUE CHANG  
LOURDES GREEN  
CHARLES J. RAUSCH, JR.  
FERNANDO TOVAR  
MAYA E. ZAITZEVSKY

CITY OF LOS ANGELES  
CALIFORNIA



ANTONIO R. VILLARAIGOSA  
MAYOR

DEPARTMENT OF  
CITY PLANNING  
MICHAEL J. LOGRANDE  
DIRECTOR  
OFFICE OF  
ZONING ADMINISTRATION  
200 N. SPRING STREET, 7TH FLOOR  
LOS ANGELES, CA 90012  
(213) 978-1318  
FAX: (213) 978-1334  
www.planning.lacity.org

November 20, 2012

Jacob Michelson (A)(O)  
Anyash, Inc.  
5772 West Pico Boulevard  
Los Angeles, CA 90019

Eddie Navarette (R)  
FE Design  
943 North Broadway, Suite 204  
Los Angeles, CA 90012

CASE NO. ZA 2012-1947(CUB)  
CONDITIONAL USE  
5772 West Pico Boulevard  
Wilshire Planning Area  
Zone : C2-1-O  
D. M. : 129B177  
C. D. : 10  
CEQA : ENV 2012-1949-CE  
Legal Description : Lot 17, Tract 4448

Pursuant to Los Angeles Municipal Code Section 12.24-W,1, I hereby APPROVE:

a conditional use to permit the sale and dispensing of beer and wine only for on-site consumption in conjunction with an existing restaurant café,

upon the following additional terms and conditions:

1. All other use, height and area regulations of the Municipal Code and all other applicable government/regulatory agencies shall be strictly complied with in the development and use of the property, except as such regulations are herein specifically varied or required.
2. The use and development of the property shall be in substantial conformance with the plot plan submitted with the application and marked Exhibit "A", except as may be revised as a result of this action.
3. The authorized use shall be conducted at all times with due regard for the character of the surrounding district, and the right is reserved to the Zoning Administrator to impose additional corrective Conditions, if, in the Administrator's opinion, such Conditions are proven necessary for the protection of persons in the neighborhood or occupants of adjacent property.
4. All graffiti on the site shall be removed or painted over to match the color of the surface to which it is applied within 24 hours of its occurrence.
5. A copy of the first page of this grant and all Conditions and/or any subsequent appeal of this grant and its resultant Conditions and/or letters of clarification shall be

printed on the building plans submitted to the Development Services Center and the Department of Building and Safety for purposes of having a building permit issued.

6. The applicant shall defend, indemnify and hold harmless the City, its agents, officers, or employees from any claim, action, or proceeding against the City or its agents, officers, or employees to attack, set aside, void or annul this approval which action is brought within the applicable limitation period. The City shall promptly notify the applicant of any claim, action, or proceeding and the City shall cooperate fully in the defense. If the City fails to promptly notify the applicant of any claim action or proceeding, or if the City fails to cooperate fully in the defense, the applicant shall not thereafter be responsible to defend, indemnify, or hold harmless the City.
7. The restaurant cafe shall be limited to 1,428 square feet of floor area including a 999 square-foot café and a 429 square-foot retail area, and 48 patron seats, 36 seats of which are inside the café and 12 seats of which are on outdoor patios within the public right-of-way along Pico Boulevard and Ogden Drive as shown on Exhibit "A".

The patron seats above shall not exceed the maximum capacity/occupancy permitted by the Los Angeles Fire Department and the Department of Building and Safety.
8. Any use or development within the public right-of-way shall require approval of a revocable permit by the Department of Public Works subject to the following.
  - a. A maximum of 12 seats are permitted within the public right-of-way, 8 of which are on Pico Boulevard and 4 of which are on Ogden Drive; the number of seats and tables may be reduced if pedestrian access within the public right-of-way is obstructed, subject to final determination by the responsible City agencies.
  - b. A barrier with a minimum height of 3 feet 6 inches shall be provided on an outdoor patio in order to separate the dining area and pedestrian traffic within the public right-of-way. The barrier shall be landscaped with planters or flower pots in order to shield the view of the patio area.
9. The hours of operation shall be limited to 7 a.m. to 11 p.m. daily.

After hours use of the facility, other than for routine clean-up and maintenance, is not permitted. The operating hours shall be posted at the entrance of the restaurant and on the menu.
10. Amplified music inside the restaurant shall be limited to background music at a low volume such that any music playing shall not be audible beyond the subject premises.

No amplified music or any type of entertainment shall be permitted on the outdoor patio.

No public address system, no paging system shall be installed or maintained on the subject property, which are audible outside the building in which it is located.

Noise generated on-site shall not exceed the decibel levels stated in the Citywide Noise Ordinance.

11. Should there be a change in the ownership of the property/the restaurant and/or the business operator, the property owner and the business owner/operator shall provide the prospective new property owner and/or the business owner/operator with a copy of the conditions of this action prior to the legal acquisition of the property and/or the business. Prior to the closing of escrow for a potential change in the ownership of the property/business owner or operator, evidence showing that a copy of this determination including the conditions required herewith has been provided to the prospective owner/operator, shall be submitted to the satisfaction of the Zoning Administrator.
12. The privileges granted for the sale of beer and wine for on-site consumption shall be for a period of **five years** from the effective date of the subject grant, unless a new entitlement application that extends such privileges is "approved" to continue the sale of alcohol. The new entitlement application shall include condition compliance review with supporting documents showing that the required conditions have been complied with.  
  
Further, at any time during the period of validity of this grant, should documented evidence be submitted showing a violation of any condition(s) of this grant resulting in a disruption or interference with the peaceful enjoyment of the adjoining and neighboring properties, the Zoning Administrator reserves the right to require the applicant to file for a plan approval application together with associated fees, the purpose of which will be to hold a public hearing to review the applicant's compliance with and the effectiveness of these conditions. The applicant/petitioner(s) shall provide a summary and supporting documentation of how compliance with each condition of the grant has been attained. Upon this review the Zoning Administrator may modify, add or delete conditions, and reserves the right to conduct the public hearing for nuisance abatement/revocation purposes.
13. No deviation from the required parking has been requested or granted herein. Parking shall be provided in compliance with the code.
14. No patron seats shall be permitted on the mezzanine.
15. The premises shall be maintained as a bona fide restaurant/cafe with a kitchen to be used for cooking and preparing of food as defined by Section 91.0403 of the Los Angeles Municipal Code, and shall provide a menu containing an assortment

of foods normally offered in such restaurants. Food service shall be available at all times during operating hours.

16. The applicant shall secure a City permit decal denoting approval of alcoholic beverage sales from the Planning Department Development Services Center subsequent to the Zoning Administrator's signature on the Planning Department sign-off form and mount it on either the inside of the window of the subject site facing the street or on the outside of the building (if inside mounting is not possible). The decal shall be visible at all times and mounted before the privileges granted herein are utilized.
17. Coin-operated game machines, pool tables or similar game activities or equipment shall not be permitted. Official California State lottery games and machines are allowed.
18. Pool tables, billiard tables, and Adult Entertainment uses [Municipal Code Section 12.70] shall be prohibited. There shall be no topless entertainment, no disc jockey, no karaoke, no male or female performers, or no fashion shows at the restaurant.  
  
No dancing is authorized. The applicant shall not sublet the premises for nightclub activity.
19. The Conditions of this grant shall be retained on the premises at all times and be immediately provided upon request of any Los Angeles Police officer or ABC investigator. The manager and all employees shall be knowledgeable of the Conditions herein.
20. The conditions of the subject grant shall be provided to employees for their review.  
  
Prior to the utilization of the grant, a statement signed by the employees stating that they reviewed and agree to comply with the conditions shall be submitted to the Zoning Administrator.
21. Prior to the utilization of the grant, all personnel acting in the capacity of a manager of the premise and all part-time and full-time employees who serve alcoholic beverages shall complete the STAR (Standardized Training for Alcohol Retailers) session sponsored by the Los Angeles Police Department.

All employees who serve alcoholic beverages shall attend follow-up STAR classes every 24 months. The STAR training shall be conducted for all new hires within two months of their employment.

Within 60 days after the effective date of the subject grant, a list of employees who serve alcoholic beverages, their hire date and written confirmation of their STAR training shall be submitted to the Zoning Administrator and shall be retained on the premises at all times and be immediately made available upon request of any Los Angeles Police officer or Department of Alcoholic Beverage Control investigator.



22. The applicant/business operator shall be responsible for maintaining free of litter, the area and adjacent to the premises over which they have control.
23. The applicant shall establish a designated driver program that may include signs on each table alerting patrons of the program, including a statement in the menus, or post signs in prominent locations in the dining areas.

Prior to the utilization of this grant, a written statement of the program shall be submitted to the satisfaction of the Zoning Administrator.

24. Partitions separating booth/dining areas shall not exceed 54 inches in height. No obstructions shall be attached, fastened or connected to the booths/dining areas within the interior space of the facility that restrict, limit or obstruct the clear observation of the occupants.

No enclosed room, other than restrooms, intended for use by patrons or customers shall be permitted. No private dining room with a separate access door shall be permitted.

25. The business operator shall comply with Section 6404.5(b) of the Labor Code which prohibits smoking within any place of employment. There shall be no ashtrays or other receptacles used for the purpose of collecting ash or cigarette/cigar butts inside the restaurant or bathrooms.

26. Loitering shall be prohibited on or around these premises or this area under the control of the licensee.

27. The applicant/the restaurant operator shall identify a contact person and provide a 24-hour "hot line" telephone number for any inquiries or complaints from the community regarding the subject facility. Prior to the utilization of this grant, the phone number shall be posted on the site so that it is readily visible to any interested party. The hot line shall be:

- posted at the entrances, and the cashier,
- responded to within 24-hours of any complaints/inquiries received on this hot line, and
- documented in a log and available for review by the Los Angeles Police Department and the Zoning Administrator upon request on when the calls were received, returned and the action taken at a minimum.

28. All lighting shall be shielded and directed onto the site. No floodlighting is permitted. This Condition shall not preclude the installation of low-level security lighting.
29. An electronic age verification device(s) which can be used to determine the age of any individual attempting to purchase alcoholic beverages shall be installed on the premises at each point-of-sales location. These device(s) shall be maintained in an

operational condition and all employees shall be instructed in their use prior to the utilization of this approval.

30. The exterior windows and glass doors of the restaurant shall be maintained substantially free of signs and other materials from the ground to at least 6 feet in height above the ground so as to permit surveillance into the restaurant by Police and private security.
31. Prior to the utilization of this grant, a camera surveillance system shall be maintained inside and outside the restaurant including the mezzanine and the outdoor patios. Videotapes shall be maintained for 30 days and shall be made available to the Police Department or other enforcement agency upon request.

The surveillance monitors shall be located in an area where the monitors are regularly reviewed by the restaurant cafe staff.

32. The following Conditions are alcoholic beverage specific conditions, which are volunteered by the applicant, shall be complied with:

- a. The quarterly gross sales of alcoholic beverages shall not exceed the gross sales of food during the same time period. The licensee shall at all times maintain records which reflect separate numbers for the gross sales of food and the gross sales of alcoholic beverages of the licensed business. Said records shall be kept no less frequently than on a quarterly basis and shall be made available to the Police Department upon request.
- b. There shall be no exterior advertising or signs of any type, including advertising directed to the exterior from within, promoting or indicating the availability of alcoholic beverages. Interior displays of alcoholic beverages or signs which are clearly visible to the exterior shall constitute a violation of this condition. This condition is not meant to preclude an interior display of alcoholic beverage containers within the interior of the restaurant space. The only exception to this restriction is the posting of a single menu on the outside wall.
- c. The use of outside promoters is prohibited.
- d. There shall be no service of alcoholic beverages without an accompanying food order.
- e. There shall be no cover charge or prepayment fee for food and/or beverages service required for admission to the restaurant, nor shall there be a requirement to purchase a minimum number of drinks.

33. Within 30 days of the effective date of this grant, a covenant acknowledging and agreeing to comply with all the terms and conditions established herein shall be recorded in the County Recorder's Office. The agreement (standard master covenant and agreement form CP-6770) shall run with the land and shall be binding

on any subsequent owners, heirs or assigns. The agreement with the conditions attached must be submitted to the Development Services Center for approval before being recorded. After recordation, a certified copy bearing the Recorder's number and date shall be provided to the Zoning Administrator for attachment to the subject case file.

### **OBSERVANCE OF CONDITIONS - TIME LIMIT - LAPSE OF PRIVILEGES**

All terms and conditions of the approval shall be fulfilled before the use may be established. The instant authorization is further conditional upon the privileges being utilized within three years after the effective date of approval and, if such privileges are not utilized or substantial physical construction work is not begun within said time and carried on diligently to completion, the authorization shall terminate and become void.

### **TRANSFERABILITY**

This authorization runs with the land. In the event the property is to be sold, leased, rented or occupied by any person or corporation other than yourself, it is incumbent upon you to advise them regarding the conditions of this grant.

### **VIOLATIONS OF THESE CONDITIONS, A MISDEMEANOR**

Section 12.29 of the Los Angeles Municipal Code provides:

"A variance, conditional use, adjustment, public benefit or other quasi-judicial approval, or any conditional approval granted by the Director, pursuant to the authority of this chapter shall become effective upon utilization of any portion of the privilege, and the owner and applicant shall immediately comply with its Conditions. The violation of any valid Condition imposed by the Director, Zoning Administrator, Area Planning Commission, City Planning Commission or City Council in connection with the granting of any action taken pursuant to the authority of this chapter, shall constitute a violation of this chapter and shall be subject to the same penalties as any other violation of this Code."

Every violation of this determination is punishable as a misdemeanor and shall be punishable by a fine of not more than \$1,000 or by imprisonment in the county jail for a period of not more than six months, or by both such fine and imprisonment.

### **APPEAL PERIOD - EFFECTIVE DATE**

The applicant's attention is called to the fact that this grant is not a permit or license and that any permits and licenses required by law must be obtained from the proper public agency. Furthermore, if any Condition of this grant is violated or if the same be not complied with, then the applicant or his successor in interest may be prosecuted for violating these Conditions the same as for any violation of the requirements contained in the Municipal Code. The Zoning Administrator's determination in this matter will become effective after DECEMBER 5, 2012, unless an appeal therefrom is filed with the City Planning Department. It is strongly advised that appeals be filed early during the appeal

period and in person so that imperfections/incompleteness may be corrected before the appeal period expires. Any appeal must be filed on the prescribed forms, accompanied by the required fee, a copy of the Zoning Administrator's action, and received and receipted at a public office of the Department of City Planning on or before the above date or the appeal will not be accepted. **Forms are available on-line at <http://planning.lacity.org>.** Public offices are located at:

Figueroa Plaza  
201 North Figueroa Street,  
4th Floor  
Los Angeles, CA 90012  
(213) 482-7077

Marvin Braude San Fernando  
Valley Constituent Service Center  
6262 Van Nuys Boulevard, Room 251  
Van Nuys, CA 91401  
(818) 374-5050

If you seek judicial review of any decision of the City pursuant to California Code of Civil Procedure Section 1094.5, the petition for writ of mandate pursuant to that section must be filed no later than the 90th day following the date on which the City's decision became final pursuant to California Code of Civil Procedure Section 1094.6. There may be other time limits which also affect your ability to seek judicial review.

#### NOTICE

The applicant is further advised that all subsequent contact with this office regarding this determination must be with the Zoning Administrator who acted on the case. This would include clarification, verification of condition compliance and plans or building permit applications, etc., and shall be accomplished **BY APPOINTMENT ONLY**, in order to assure that you receive service with a minimum amount of waiting. You should advise any consultant representing you of this requirement as well.

#### FINDINGS OF FACT

After thorough consideration of the statements contained in the application, the plans submitted therewith, the report of the Zoning Analyst thereon, the statements made at the public hearing on October 30, 2012, all of which are by reference made a part hereof, as well as knowledge of the property and surrounding district, I find that the requirements for authorizing a conditional use permit under the provisions of Section 12.24-W have been established by the following facts:

#### BACKGROUND

The site visit of October 16, 2012, confirmed that the subject 4,999 square-foot property is zoned C4-1-O and improved with a one-story commercial building with a dance studio with an entrance off the alley and the subject premises at the corner of Pico Boulevard and Ogden Drive. There are three parking spaces off the alley.

The project is the sale and dispensing of beer and wine only for on-site consumption in conjunction with an existing 999 square-foot café and a 429 square-foot retail area for a total of 1,428 square feet seating 36 patrons interior and 12 patrons on two outdoor patio

areas totaling 395 square feet for a total of 48 seats and having hours of operation from 7 a.m. to 11 p.m. daily.

The properties to the north, across Pico Boulevard, are zoned C4-1-O, and improved with an office building. The properties to the east are zoned C4-1-O and improved with a lighting store with office above. The properties to the south, across an alley, are zoned R2-1-O and improved with a single-family dwelling. The properties to the west, across Ogden Drive, are zoned C4-1-O and improved with an auto repair shop. The properties to the northwest, across the intersection of Pico Boulevard and Ogden Drive, are zoned C4-1-O and improved with a vacant auto repair shop.

Pico Boulevard is a Major Highway Class II with a width of 100 feet and fully improved.

Ogden Drive is a Local Street with a width of 60 feet and fully improved.

An alley to the south of the subject property has a width of 20 feet and is fully improved.

Previous zoning related actions on the site/in the area include:

Subject Property:

Revocable Permit No. R-1250-0001 – On January 3, 2012, a Revocable Permit was issued for four tables, four chairs and a bench along Pico Boulevard, and two tables and four chairs along Ogden Drive.

Certificate of Occupancy No. 07016-10000-07741 – On July 13, 2001, a Certificate of Occupancy was issued for a change of use from a portion of a retail space to a cafe (900 square feet), with 429 square feet to remain as retail, with the addition of 62 square feet to a mezzanine. The certificate of occupancy determined that three parking spaces were required for the use.

Surrounding Properties:

Case No. ZA 2006-1735(CUB) – On August 23, 2006, the Zoning Administrator denied the sale of a full line of alcoholic beverages for off-site consumption in conjunction with an existing 2,310 retail discount store with hours of operation between 9 a.m. and 8 p.m. Monday through Thursday, 9 a.m. to 3 p.m. Friday, and 9 a.m. to 8 p.m. Sunday and closed on Saturday, located at 5821 West Pico Boulevard.

The following was submitted to the file:

- Wilshire Vista Neighborhood Association in support of the application.
- A petition signed by patrons of the subject café in support of the application.
- A petition signed by residents on the 1400 block south of Ogden Drive in opposition to the request.

- A letter from the owner of "Eco Dog Wash LA" located at 5751 West Pico Boulevard stating that ten parking spaces will be made available on a lot behind her business on Genessee Avenue for the exclusive use of the subject café for a one year term, after which time it can be renewed for an additional term.

### **BASIS FOR CONDITIONAL USE PERMITS**

A particular type of development is subject to the conditional use process because it has been determined that such use of property should not be permitted by right in a particular zone. All uses requiring a conditional use permit from the Zoning Administrator are located within Section 12.24-W of the Los Angeles Municipal Code. In order for the sale of alcoholic beverages for on- and off-site consumption to be authorized, certain designated findings have to be made. In these cases, there are additional findings in lieu of the standard findings for most other conditional use categories.

### **FINDINGS**

Following (highlighted) is a delineation of the findings and the application of the relevant facts to same:

1. **The project will enhance the built environment in the surrounding neighborhood or will perform a function or provide a service that is essential or beneficial to the community, city or region.**

The subject request entails a conditional use to permit the sale of beer and wine for on-site consumption with hours of operation from 7 a.m. to 11 p.m. daily in an existing café known as Paper or Plastik Cafe. The subject property is occupied by a dance studio and the subject café, which has been in operation at the site since August 2010.

The public hearing was held on October 30, 2012 and was attended by the applicant, the applicant's representative, patrons and employees of the subject premise, residents on the 1400 block south of Ogden Drive, representatives of the Mid City Chamber of Commerce and Council District 10. The representatives of the Chamber of Commerce and council office spoke in support of the application. The residents on Ogden Drive expressed concerns about nuisance activities associated with the operation of the subject premise including a lack of street parking, unruly behaviors of patrons, noise, too many alcohol outlets in the area, no barrier between the patios and pedestrian walkway, disrespectful owner/patrons, litter and trash, etc.

No physical changes will be made to the existing cafe in conjunction with the subject application. Seating is limited to 48 seats, 36 seats of which are inside the cafe and 12 seats of which are within the public right of way on Pico Boulevard and Ogden Drive subject to a revocable permit from the Bureau of Engineering. The sale of alcoholic beverages will be only in conjunction with food orders. The hours are reasonable and are reflective of those of a bona-fide restaurant rather than those of a facility which is more akin to an after-hours location or which can devolve into a

bar-like facility. The closing hour of 11 p.m. reflects the use of the premise as a legitimate restaurant/café.

Amplified music is allowed only inside the cafe for background music at a low volume. No amplified music or any kind of entertainment will be permitted on the outdoor patios. The restaurant fronts onto Pico Boulevard, a busy thoroughfare developed with a variety of commercial uses. The property is located in proximity to a variety of other commercial uses and residential uses within easy access of a variety of transportation modes. The surrounding area already includes a number of restaurants as well businesses, residential dwelling units and other mixed uses. The predominantly commercial nature of development along Pico Boulevard serves as an appropriate location for the existing cafe, which in conjunction with the imposition of a number of conditions addressing operational and alcohol-related issues, should safeguard public welfare and enhance public convenience.

2. **The project's location, size, height, operations and other significant features will be compatible with and will not adversely affect of further degrade adjacent properties, the surrounding neighborhood, or the public health, welfare and safety.**

The cafe will have no separate bar or cocktail lounge, live entertainment, dancing, or video games. There will be no exterior advertising of the availability of alcoholic beverages, and sales of alcoholic beverages will be secondary to food sales. No deviation from the required parking has been requested or granted herein. According to the applicant, 10 parking spaces will be provided at an off-site location at the Eco Dog Wash LA located at 5751 West Pico Boulevard.

The grant authorized herein incorporates a number of conditions which have been imposed upon the use as well as many which have been volunteered by the applicant. A number of alcohol-specific conditions have also been volunteered by the applicant and are part of this grant. Employees are required to undergo training regarding sale of alcohol conducted by the Los Angeles Police Department prior to the utilization of the grant.

The subject grant for alcohol sales is authorized for a term of five years, after which time the applicant will have to request authorization to continue the sales of alcohol. This allows the City an opportunity to review the operation of the restaurant cafe anew. If the operation has been conducted appropriately and without creating problems, then a subsequent decision to allow the continuation of such sales may take that into favorable consideration. A record of poor compliance and/or nuisance complaints would allow the City the discretion to not continue the requested use and thus avoid the need to proceed with prolonged nuisance abatement proceedings. Thus, as conditioned the sale of alcoholic beverages at this location is not anticipated to adversely affect or further degrade adjacent properties, the surrounding neighborhood, or the public health, welfare and safety.

3. **The project substantially conforms with the purpose, intent and provisions of the General Plan, the applicable community plan and any specific plan.**

The Wilshire Plan Map designates the property for Neighborhood Commercial land uses with corresponding zones of C1, C1.5, C2, C4, P, CR, RAS3 and RAS4, and Height District No. 1. The property is not currently within the area of any specific plans or interim control ordinances.

The subject property is planned and zoned for commercial uses. The conditional authorization for the sale of alcoholic beverages on-site consumption is allowed through the approval of the Zoning Administrator subject to certain findings. The required findings in support have been made herein.

4. **The proposed use will not adversely affect the welfare of the pertinent community or result in an undue concentration of premises for the sale of alcoholic beverages after given consideration to the State laws and to the California Department of Alcoholic Beverage Control's guidelines for undue concentration after giving consideration to the number and proximity of these establishments within a 1,000-foot radius of the site, and giving consideration to crime rates in the area.**

According to the State of California Department of Alcoholic Beverage Control (ABC) licensing criteria, 4 on-sale and 3 off-sale licenses are allocated to Census Tract No. 2169. There are currently 4 on-site and 5 off-site licenses in this Census Tract.

Within a 1,000-foot radius of the subject property, the following types of alcoholic beverage licenses are active or pending:

- (0) Type 20 – Off-Sale – Beer and Wine
- (2) Type 21 – Off-Sale – General
- (0) Type 40 – On-Sale – Beer
- (0) Type 41 – On-Sale – Beer and Wine – Eating Place
- (0) Type 42 – On-Sale – Beer and Wine – Public Premises
- (1) Type 47 – On-Sale – General – Eating Place
- (0) Type 48 – On-Sale – General – Public Premises

As reported by ABC from statistics provided by the Los Angeles Police Department, within Crime Reporting District No. 763, which has jurisdiction over the subject property, a total of 70 crimes were reported in 2011, compared to the citywide average of 169 crimes and the high crime reporting district average of 203 crimes for 2010.

In 2011, there were 3 Narcotics, 0 Liquor Law, 0 Public Drunkenness, 0 Disturbing the Peace, 0 Disorderly Conduct, and 7 DWI related arrests. These numbers do not reflect the total number of arrests in the subject reporting district over the



accountable year. Arrests for this calendar year may reflect crimes reported in previous years.

As reported by ABC from statistics provided by the Los Angeles Police Department, within Crime Reporting District No. 753, which is across Pico Boulevard from the subject property, a total of 96 crimes were reported in 2011, compared to the citywide average of 169 crimes and the high crime reporting district average of 203 crimes for 2010.

In 2011, there were 0 Narcotics, 1 Liquor Law, 1 Public Drunkenness, 0 Disturbing the Peace, 0 Disorderly Conduct, and 2 DWI related arrests. These numbers do not reflect the total number of arrests in the subject reporting district over the accountable year. Arrests for this calendar year may reflect crimes reported in previous years.

Based upon the numbers reported by these two agencies, the Zoning Administrator concludes that an undue concentration of on-site facilities does exist, and the Conditions imposed in this determination are necessary in order to justify the increase in intensity of use occasioned by this request. The Zoning Administrator is aware that the number of allocated licenses is primarily calculated based upon resident population and that the employment and visitor populations of the area far exceed the resident population of this census tract. The subject site is located in a commercial corridor where a concentration of restaurants is evident and thus the higher number is anticipated.

The crime rate numbers are lower than those rates identified for the City. Nonetheless, protective conditions are included in order to mitigate potential impacts that are typically associated with the sale of alcoholic beverages to assure better oversight.

5. **The use will not detrimentally affect the nearby residentially zoned communities in the area after giving consideration to the distance of the proposed use from residential buildings, churches, schools, hospitals, public playgrounds and other similar uses and other establishments dispensing, for sale or other consideration, alcoholic beverages, including beer and wine.**

The following sensitive use was observed within a 1,000-foot radius of the subject property:

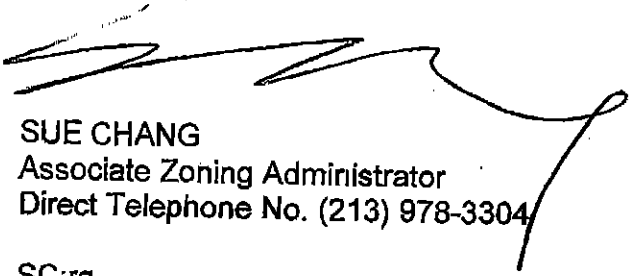
Crenshaw Park      1180 South Fairfax Avenue

There are residential properties across the adjoining alley to the south of the project site. There are also other establishments which sell alcohol for on-site consumption. As noted, since the site is located in a prime commercial corridor, the diversity amongst the uses is not uncommon. This grant has placed numerous conditions on the proposed project and not authorized uses of the property which might create potential nuisances for the surrounding area. Such imposition of conditions, as well as the imposition of a five-year term grant, will make the use a more compatible and

accountable neighbor to the surrounding uses than would otherwise be the case. The Zoning Administrator believes the restrictions established herein will protect any unspoken legitimate interests of those groups.

**ADDITIONAL MANDATORY FINDINGS**

5. The National Flood Insurance Program rate maps, which are a part of the Flood Hazard Management Specific Plan adopted by the City Council by Ordinance No. 172,081, have been reviewed and it has been determined that this project is located in Zone X, Areas determined to be outside 500-year flood plain.
6. On September 17, 2012, the subject project was issued a Notice of Exemption (Article III, Section 3, City CEQA Guidelines), log reference ENV 2012-1949-CE, for a Categorical Exemption, Class 5, Category 34. City CEQA Guidelines, Article VII, Section 1, State EIR Guidelines, Section 15100. I hereby adopt that action.



SUE CHANG  
Associate Zoning Administrator  
Direct Telephone No. (213) 978-3304

SC:rg

cc: Councilmember Herb Wesson  
Tenth District  
Adjoining Property Owners

**PLAN APPROVAL TO BE DISCUSSED AT  
PICO NEIGHBORHOOD COUNCIL LAND USE COMMITTEE MEETING**

**DATE/TIME:** Thursday May 24, 2018 7pm-9pm

**MEETING LOCATION:** Claude Pepper Senior Center  
1762 South La Cienega Boulevard  
Los Angeles, CA, 90035

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**PROJECT LOCATION:** 1023 and 1027 S. Redondo Boulevard

**PROJECT NAME:** Harry's Auto Collision Parking Structure

**APPLICANT:** Harry Barseghian, Harry's Auto Collision  
*Representative: Craig Lawson & Co., LLC*  
*Contact: Elizabeth Tooke*  
*(elizabeth@craiglawson.com*  
*310-838-2400 x112)*

**TYPE OF REQUEST:**

**NO CONSTRUCTION IS PROPOSED AS PART OF THIS PLAN APPROVAL**

Plan Approval application (ZA-2000-0454-ZV-YV-PA2) filed with the Department of City Planning. The Applicant is requesting permission to modify three (3) existing conditions under Conditional Use Permit ZA-2000-0454-ZV-YV-PA1 relating to the existing parking structure building at 1023 and 1027 South Redondo Boulevard.

These modifications including the following:

1. Modify Condition 2 to amend the approved Plot Plan, marked as Exhibit "A", in order to add seven parking spaces using parking lifts in the basement. As well as ten bicycle racks at the basement and first floor level.
2. Modify Condition No. 20 to adjust the hours of operation on Saturdays from 8:00a.m.-12:00 p.m. to 10:00 a.m.-2:00 p.m. Add clarification that the conference room may be used after business hours on evenings and weekends only for community use to hold block meetings and other neighborhood serving community groups. No business to be operated on site outside the approved business hours.
3. Modify Condition No. 21 to allow auto body estimates, diagnostic analysis, auto calibration, auto preparation, safety check/testing, detailing, and cleaning in the R2-1-O Zone (no auto body repair work would take place within the existing parking structure in the R2-1-O Zone).

**LOT SIZE:** 12,993.5

**BUILDING SIZE:** 27,369 SF (existing) (NO CHANGE PROPOSED)

**NO CONSTRUCTION IS PROPOSED AS PART OF THIS PLAN APPROVAL**

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**PENDING HEARINGS:** City Planning Public hearings will be scheduled at a future date.

**NOTICE TO RESIDENTS WITHIN 1000 Feet:** Notice for 5/24/18 P.I.C.O. Neighborhood Council Land Use & Planning Committee meeting was sent on 5/16/2018.

# Craig Lawson & Co., LLC

Land Use Consultants

February 7, 2018

Mr. Brad Kane, Board President  
P.I.C.O. Neighborhood Council

Mr. Clark Braunstein,  
Redondo Sycamore Neighborhood Representative  
P.I.C.O. Neighborhood Council

RE: Harry's Auto Collision Center

Dear Mr. Kane and Mr. Braunstein,

Our firm has been retained by Harry Barseghian, owner of Harry's Auto Collision Center, to represent him in land use matters involving the the City of Los Angeles. Harry's Auto Collision Center is an auto repair business located at 1013 S. La Brea Boulevard (near the corner of Olympic and La Brea) and there is an existing parking structure associated with the auto repair business located on site at 1027 and 1023 Redondo Boulevard.

Harry's Auto Collision Center has been part of this neighborhood for over 40 years. They pride themselves on offering high quality auto repair services, utilizing the most up-to-date equipment to ensure efficient and safe repairs for their customers. They also pride themselves on being a good neighbor, including opening their conference center facilities on a regular basis to the Optimist Club and other neighborhood serving organizations. Harry's Auto Collision Center respects this community and is grateful to have the ability to operate this business here.

The existing parking structure at 1023 and 1027 South Redondo Boulevard was built in 2002 in accordance with a Zone Variance issued by the Zoning Administrator on November 9, 2009 under Case No. ZA-2000-454-ZV-YV-PA1. We want to make you and the Neighborhood Council members aware of a pending Plan Approval application we recently filed with the Department of City Planning requesting permission to modify 2 existing conditions under the existing Zone Variance. (Case No. ZA-2000-454-ZV-YV-PA2)

The requested modifications are as follows:

1. Add seven parking spaces and ten bicycle parking spaces inside the parking structure, which will help alleviate street congestion.
2. Allow the existing operator to perform auto body estimates, diagnostic analysis, vehicle safety testing, auto calibration, detailing, and cleaning inside the parking

structure building. The estimates and diagnostics are done completely electronically and do not create any extra noise. The vehicle safety testing, auto calibration, and detailing similarly do not create any noise either. There will be no hammering, painting, or drilling associated with these activities.

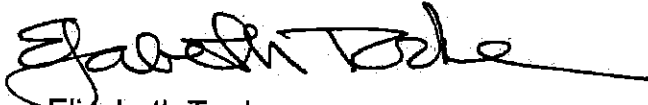
As a local business owner, Harry Barseghian values his role in their neighborhood and asks that the P.I.C.O. Neighborhood Council support him in his effort to continue the tradition of excellence in this community. We want to assure you that these proposed modifications will not adversely affect the neighborhood, but will help make Harry's Auto Collision Center a better neighbor.

If the P.I.C.O. Neighborhood Council feels they can support this request, please let us know in writing as soon as possible.

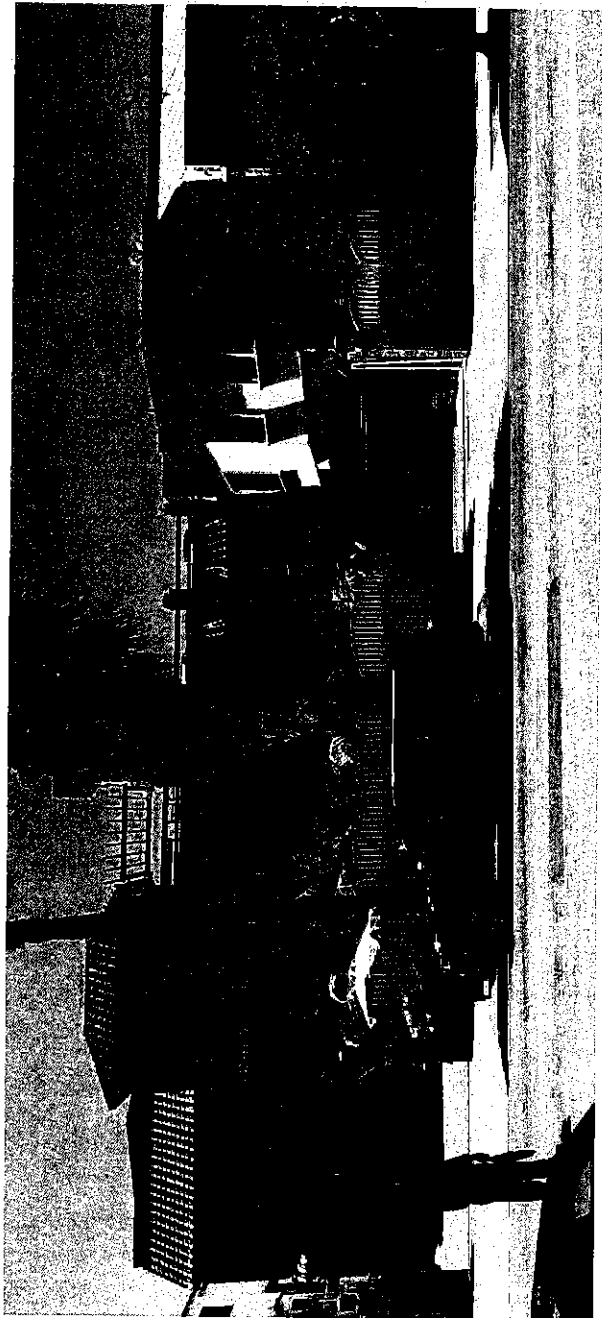
If you have any further questions or concerns regarding this Plan Approval application, please contact me at (310) 838-2400 x112 or [elizabeth@craiglawson.com](mailto:elizabeth@craiglawson.com). I will be happy to speak with you about the request to modify conditions and respond to any questions or concerns you may have.

I appreciate you taking your time to consider this matter.

Sincerely,

A handwritten signature in black ink, appearing to read "Elizabeth Tooke", with a long horizontal flourish extending to the right.

Elizabeth Tooke  
Assistant Project Manager  
Craig Lawson & Co., LLC  
3221 Hutchison Ave, Suite D  
Los Angeles, CA 90034  
310-838-2400 x112



**HARRY'S AUTO COLLISION CENTER  
PARKING STRUCTURE  
1023 and 1027 S. Redondo Boulevard  
ZA-2000-454(ZV)(YZ)(PA2)**

P.I.C.O. NEIGHBORHOOD COUNCIL LAND USE COMMITTEE MEETING  
MAY 24, 2018

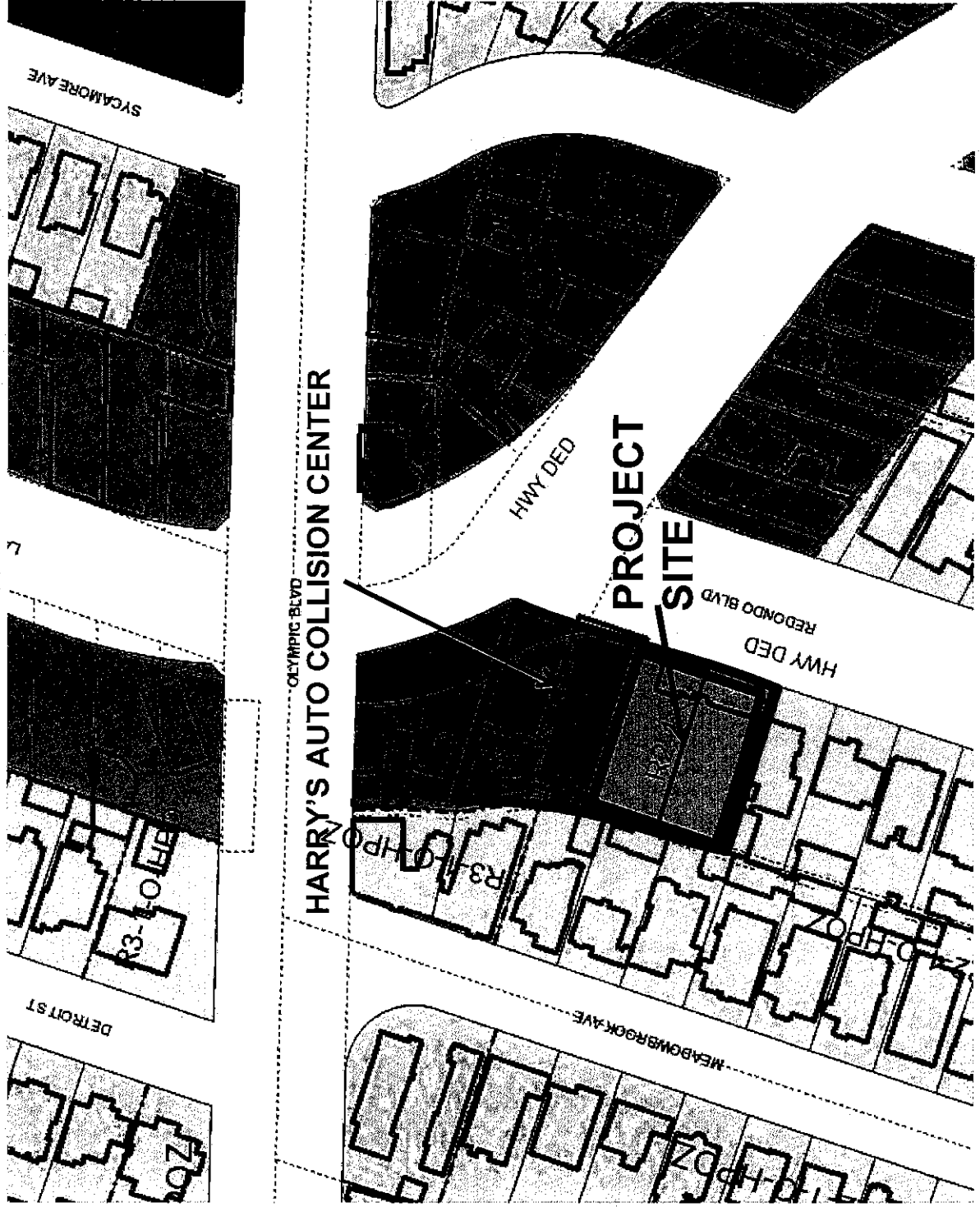
5/24/2018

Prepared by Craig Lawson & Co., LLC

# AERIAL VIEW OF PROJECT SITE

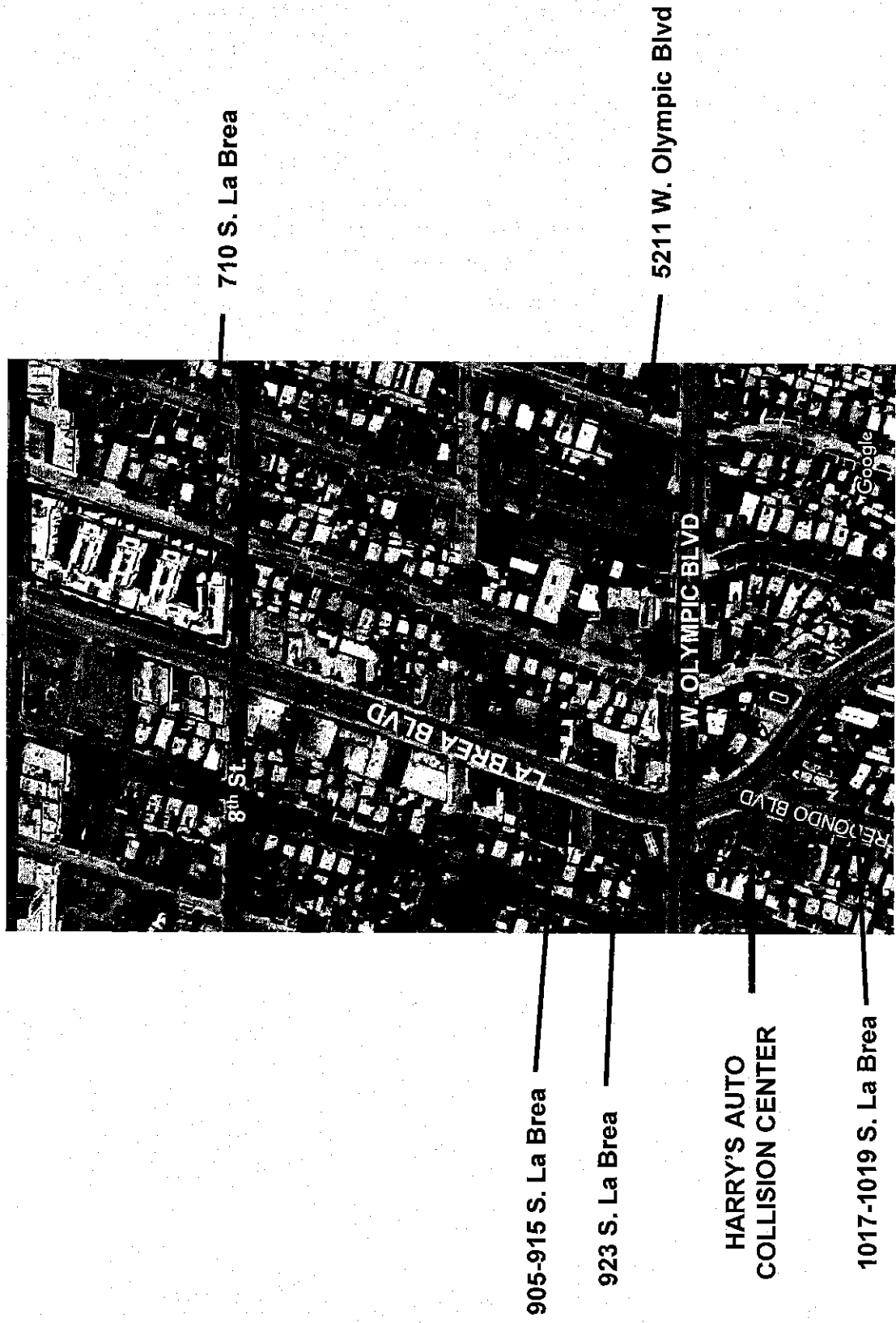


# SURROUNDING ZONING AND ZONING PATTERN

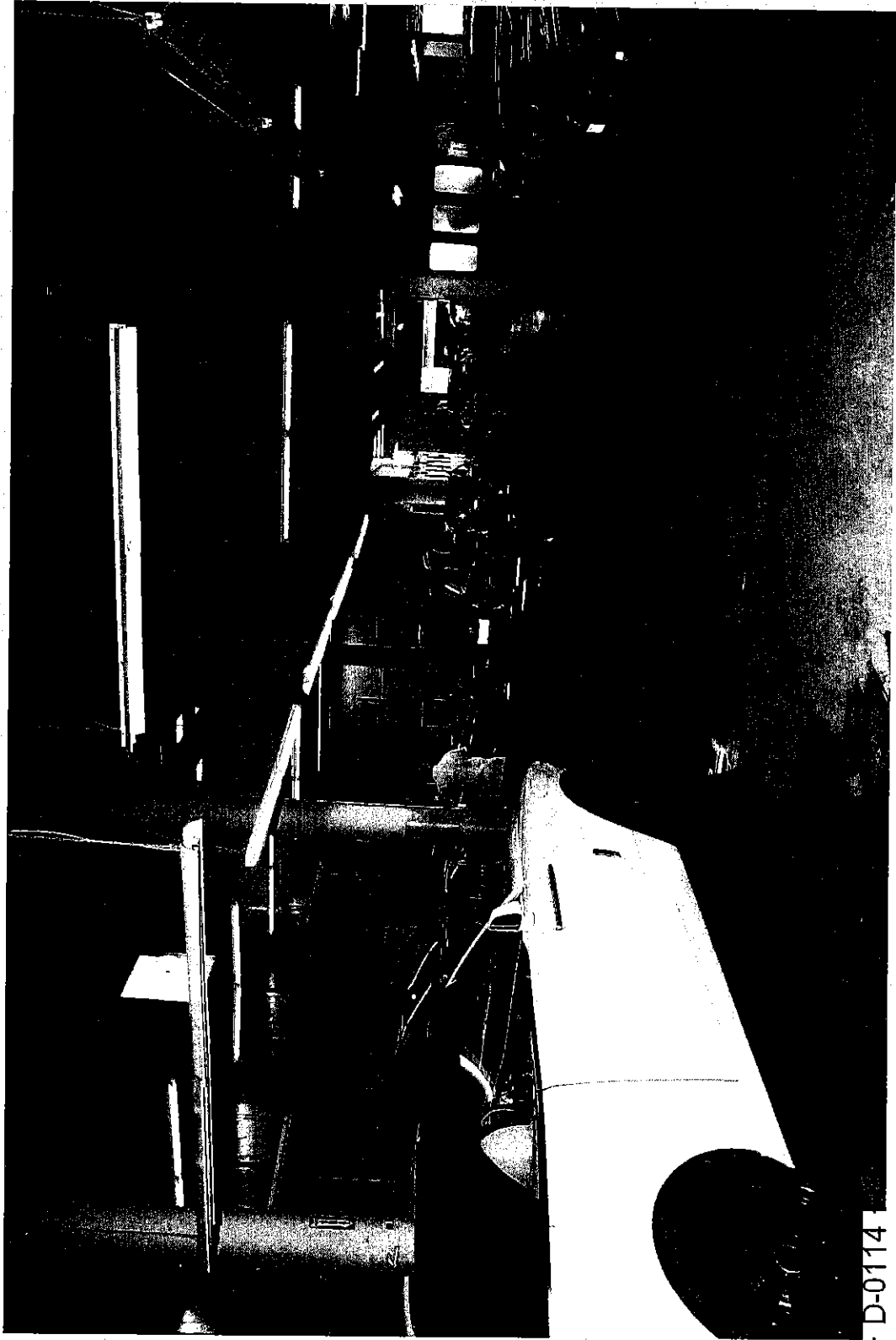




# OFF-SITE PARKING OPTIONS FOR EMPLOYEES & CARS ASSOCIATED WITH HARRY'S AUTO COLLISION CENTER



# FIRST LEVEL INTERIOR FACING NORTH



D-0114

# REQUESTED MODIFICATIONS

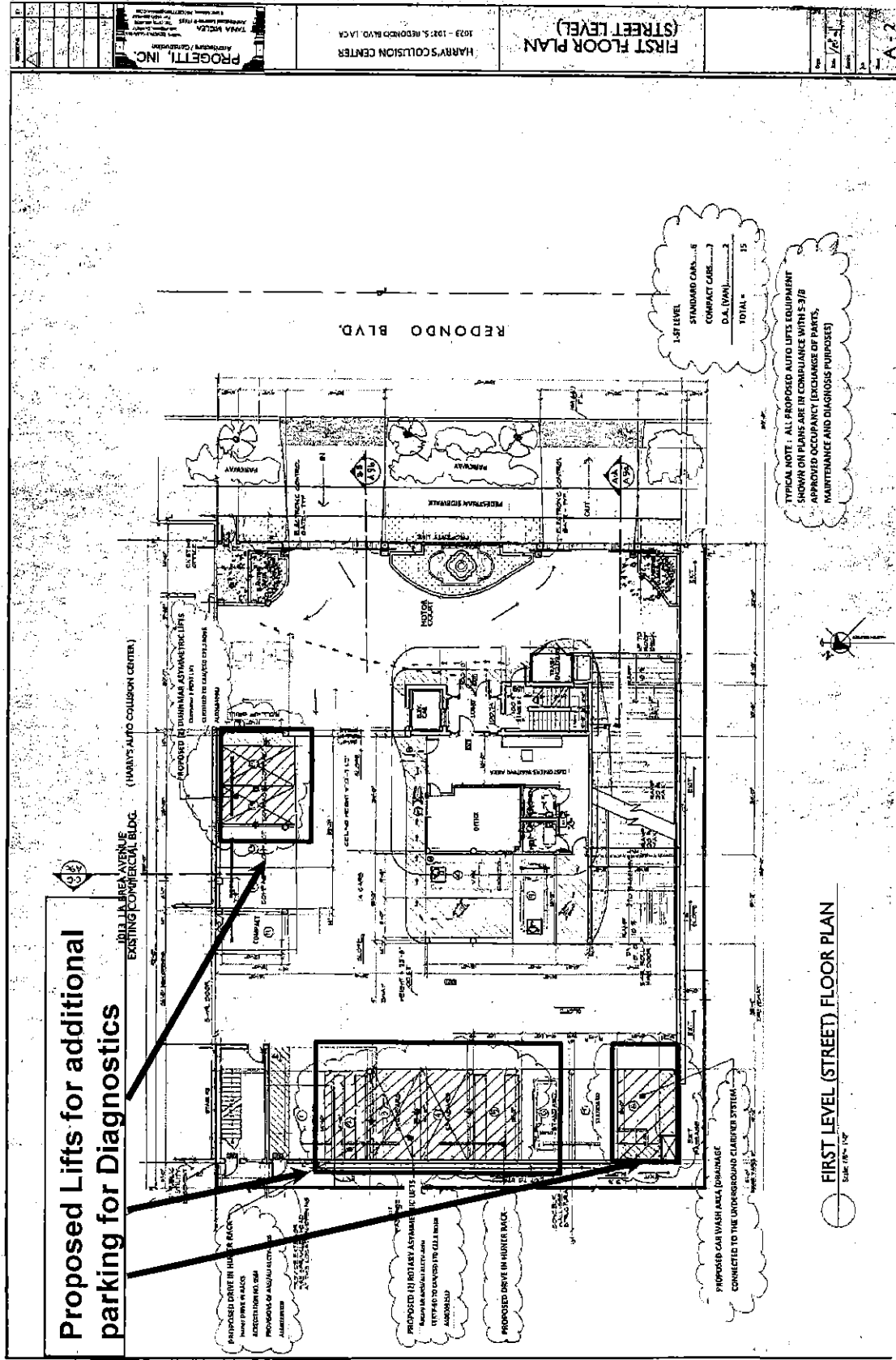
1. Add seven parking spaces to existing parking structure
2. Shift the hours of operation on Saturday from 8 a.m. to 12p.m. to 10 a.m. to 2 p.m.; Training room may be used after business hours on evenings and weekends, only for community use for neighborhood serving community groups.
3. Allow estimates, diagnostic analysis, safety testing, auto preparation, auto calibration, detailing, alignment, and cleaning in the existing parking structure.

No Construction or changes to the exterior  
are proposed as part of this Plan Approval

Per Los Angeles Municipal Code Section 12.24M the Applicant has requested these modifications relating to Plan Approval Case No. ZA-2000-454(ZV)(YV)(PA1), effective on November 24, 2009.

[illegible]

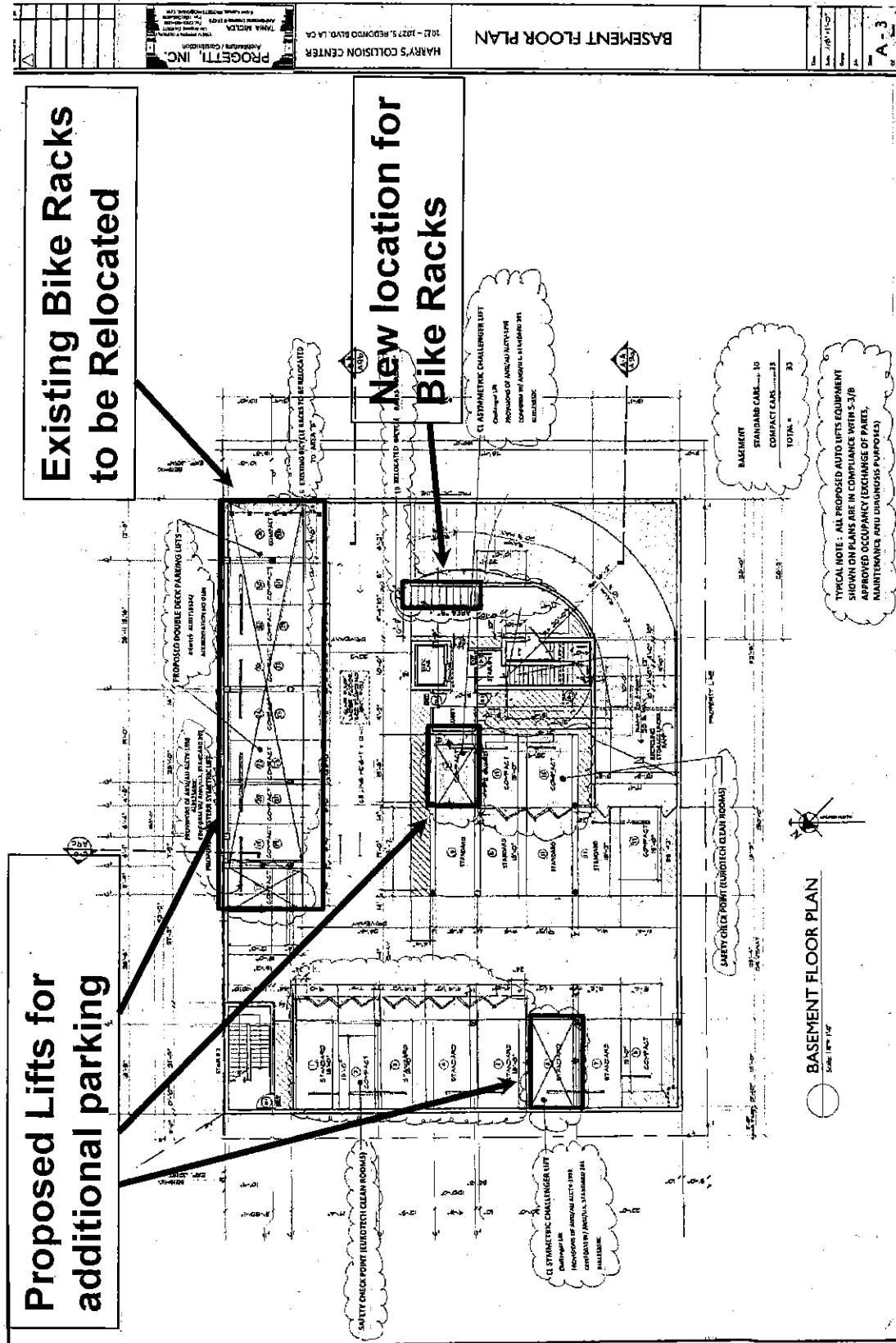
# PROPOSED FIRST LEVEL FLOOR PLAN



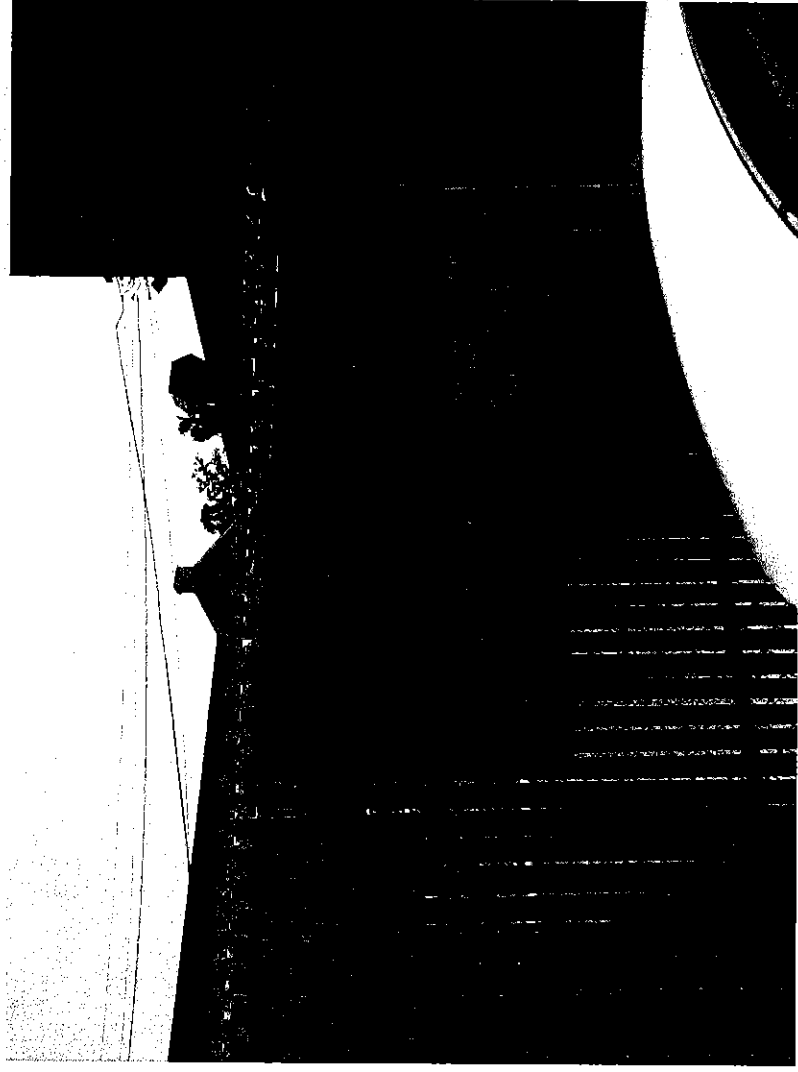
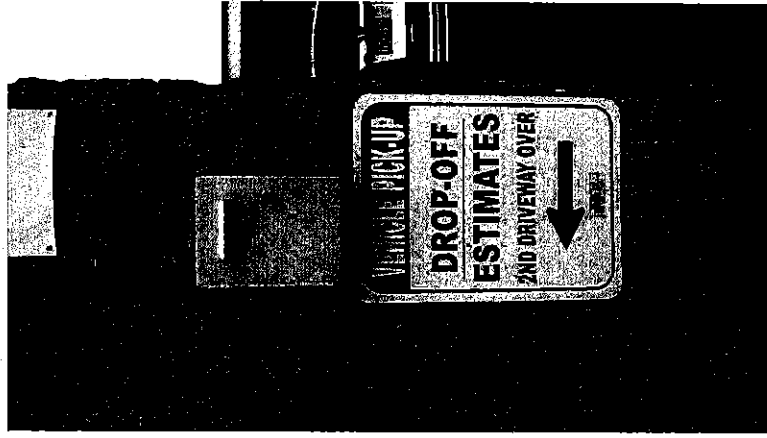
5/24/2018

Prepared by Craig Lawson & Co., LLC

# PROPOSED BASEMENT FLOOR PLAN



# CLEAR SIGNAGE REGARDING VEHICLE DROP OFF FOR CUSTOMERS AND TOW TRUCKS



# NEW AERIAL VIEW OF HARRY'S AUTO COLLISION

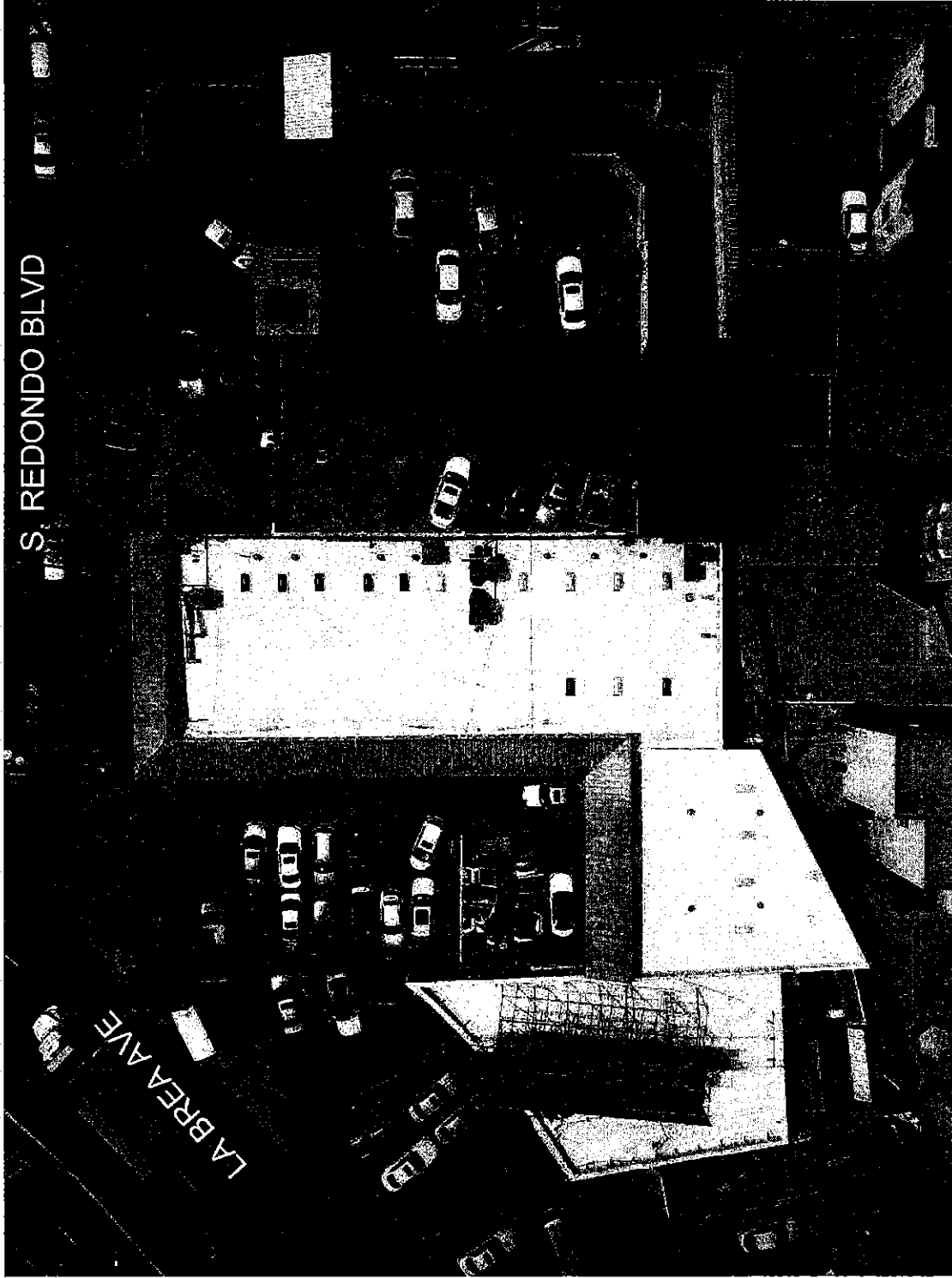


Photo taken May 2018



# COMMUNITY ORGANIZATIONS THAT USE TRAINING ROOM

- Miracle Mile Optimist Club
- Redondo Block Homeowners' Association
- Wilshire Community Police Council
- Rotary Club LA5
- Redondo Block



# COMMUNITY BENEFITS

## COMMUNITY INPUT

- 2 block meetings held at Harry's Auto to hear neighbor concerns as well as meetings and correspondence with community members.
- Parking and general congestion on Redondo Blvd. were the major concerns

## RESOLUTIONS:

- Harry has offered to pay the permit parking fee for first year for residents on Redondo Blvd when the application for preferential permitted parking is submitted and accepted.
- Support Permitted Preferred Parking Petition
- Training Room in existing parking structure available to Redondo Block group for monthly meetings.
- Front area driveway clear for evaluations and estimates
- Continue to lease off-site parking lots for employee parking
- Advise delivery trucks and tow trucks to not park on Redondo
- Harry has also opened dialogue with his block neighbors and has made them aware that he is available and open to hear their concerns and is committed to being a good neighbor.

# Thank you!



**P.I.C.O. NEIGHBORHOOD COUNCIL (NC)**  
**GENERAL BOARD MEETING**  
**Wednesday, 09 May 2018 • 7PM**  
**CLAUDE PEPPER CENTER**  
**1762 South La Cienega Boulevard, Los Angeles 90035**



**President  
Brad Kane**

**Communications  
Committee Chair  
Richard Mannino**

**Treasurer and  
Finance  
Committee Chair  
Agnes Copeland**

**Outreach  
Committee  
Chair Alma Stent**

**Land Use  
Committee Chair  
David Dahlke &  
Hydee Feldstein**

**Education  
Committee Chair  
Sylvester  
Robertson**

**1. Call to Order**

- President Brad Kane called the meeting to order at 7:04PM.

**2. Roll Call**

- Fourteen members of the board along with over eight stakeholders were in attendance; a quorum was declared.

**Here (14):**

April Barnett, Sharon Christie, Agnes Copeland, Walter Dominguez, Hydee Feldstein (Via Alternate Valerie Woodson), Joe Gauthier, Jeff Girtten, Brad Kane, Richard Mannino, Reed McLurkin, Sylvester Robertson, Yvonne Smith, Daniel Sosa, Alma Stent

**Absent (5):**

Clark Braunstein, Michael Johnson, Mary Louise Morgan, Sofia Reed, Chelsea Willett

**3. "Ways of Working" (Standards on which we agreed to hold ourselves and each other accountable):**

- NO CROSS TALK (*no interruptions or sidebar conversations while someone has the floor*)
- Listen and respond respectfully to other's ideas/opinions - even if you disagree
- It is OK to disagree (*just express it respectfully*)
- Say what you mean, mean what you say (*be honest and forthcoming - no innuendo or code*)
- Generosity of spirit (*conduct ourselves with good intentions and assume good intentions in others*)
- Separate the message from the messenger (*do not make it personal*)
- Exhibit appreciation, interest, and empathy for different backgrounds and perspectives
- "Own" your mistakes / forgive other's mistakes / demonstrate effort to fix mistakes
- Be informed (*ask for clarification or info; don't be offended or rude if others ask you for it*)
- Be active listeners (*paraphrase to show - or ask whether - you understand someone correctly*)

#### 4. Public Comment

- Board Member, Jeff Girtten, shared that on May 26th a hands-only CPR course will take place at 1726 La Cienega Blvd.
- Mr. Brad Kane shared that the next California gubernatorial debate is taking place on May 16, 2018 at Los Angeles Trade-Technical College.
- A Stakeholder announced that the enrichment center for Summer Camp has moved from Wilshire Crest Elementary school to Wilshire Park Elementary school due to plumbing work taking place at Wilshire Crest Elementary school.

#### 5. Government Speakers

- Mario Hernandez, the new Department Of Neighborhood Empowerment (DONE) representative gave the following updates:
  - 1) Any board member with a conflict of interest should always contact the city attorney and excuse themselves before the item at issue is heard.
  - 2) May 20, 2018 is the last day to submit an event application for approval and June 20, 2018 is the last day to use the Neighborhood Council Credit Card.
  - 3) The Emergency Management Department launched a site to help develop a disaster preparedness plan for neighborhoods.
  - 4) The Civic Youth Leadership Academy is accepting summer applications. The first summer session will occur June 18, 2018 from 9:30 am -12:00 pm.
  - 5) PICO NC's bylaw application is currently being reviewed. Mr. Hernandez shared that he has some questions regarding the bylaws so he plans to speak with Mr. Kane and PICO NC Bylaw Chair, Mr. Joe Gauthier.
    - Mr. Gauthier then asked about the process if there are changes requested to the bylaws with such a short timeline for the board to convene and make those changes before the June 30th bylaw deadline.
      - Mr. Kane responded that he raised this very concern with Mr. Mike Fong, the Director of Policy and Government Relations at DONE. Mr. Fong stated that they will be flexible considering the delay was on DONE's end.
- Liz Carlson, Deputy at Council President Herb Wesson's Office gave the following updates:
  - 1) The LAPD and Fire department have an upcoming family fun night.
  - 2) Animal Services has a free spay & neuter program for dogs. Paperwork has to be filled out at the council office and then a voucher is given that can be used for the program
  - 3) Movies in the Park will take place on Fridays starting July 27, 2018
  - Mr. Kane then asked what could be done to encourage more enforcement on the illegal cannabis business on PICO besides calling the police. Ms. Carlin explained that the process has changed and that there is now a cannabis regulation portal where you can report illegal businesses.

- Ms. Valerie Woodson then asked about petitions for RVs around public storage areas. Ms. Carlin shared that once petitions come back they will be verified at which point regulations can be introduced to change street signs.
- Board Member, Alma Stent then asked how the homeless center that is being built will impact the PICO area. Ms. Carlin responded that the hope is that the shelter will increase sanitation resources and enable more clean-ups from Sanitation. The goal is to place these centers in areas with the highest encampments. The center Ms. Stent is referring to will be in Koreatown.
- Robert Oliver, Field Deputy for Councilmember Kortez's Office, shared the following update regarding the AIDS Life Cycle. It will take place on June 8, 2018 and there will be some street closures.

## 6. Finance

- **Board Reimbursement for Agnes Copeland in the amount of \$173.55 for items purchased from Costco's and Vons for refreshments for Land Use and CERT Forums.**
  - **MOTION:** Mr. Brad Kane motioned to approve the reimbursement of \$173.55 to Ms. Agnes Copeland for the purchase of refreshments for LAND USE and CERT Forums. Mr. Jeff Girtten seconded the motioned and it was approved.
- **Balance due to Ricoh for services rendered in January 2018 for \$234.75**

- o **MOTION:** Mr. Brad Kane motioned to approve \$234.75 for the balance due to RICOH for services rendered in January 2018. Mr. Walter Dominguez seconded the motion and it was approved.

- **Office Depot supplies in the amount of \$771.91 for bottled waters, name tents, and cartridges for color printer**

Yes (14)	Barnett, Christie, Copeland, Dominguez, Feldstein (Via Alternate Valerie Woodson), Gauthier, Girten, Kane, Mannino, McLurkin, Robertson, Smith, Sosa, Stent
Oppose (0)	
Abstain (0)	
Recuse (0)	
Absent (5)	Braunstein, Johnson, Willett, Morgan, Reed

- o **MOTION:** Mr. Brad Kane motioned to approve \$771.91 for the purchase of office supplies at Office Depot. Mr. Jeff Girten seconded the motion and it was approved.

Yes (14)	Barnett, Christie, Copeland, Dominguez, Feldstein (Via Alternate Valerie Woodson), Gauthier, Girten, Kane, Mannino, McLurkin, Robertson, Smith, Sosa, Stent
Oppose (0)	
Abstain (0)	
Recuse (0)	
Absent (5)	Braunstein, Johnson, Willett, Morgan, Reed

- **Epromos in the amount of \$1654.36 for promotional item (700 pcs) Ear Buds in case with PICO NC logo and website printed on case.**

Yes (14)	Barnett, Christie, Copeland, Dominguez, Feldstein (Via Alternate Valerie Woodson), Gauthier, Girten, Kane, Mannino, McLurkin, Robertson, Smith, Sosa, Stent
Oppose (0)	
Abstain (0)	
Recuse (0)	
Absent (5)	Braunstein, Johnson, Willett, Morgan, Reed

- o **MOTION:** Mr. Brad Kane motioned to approve \$1654.36 for Epromos promotional Ear Buds in case with PICO NC logo and website printed on the case. Mr. Jeff Girtten seconded the motion and it was approved.
- **Increase LAUSD June 2, 2018 Spring Carnival Rental from \$1500 to \$2100 using reallocation of overestimated AppleOne expense (\$270) and AAA Stage rental (\$350) previously approved.**

Yes (14)	Barnett, Christie, Copeland, Dominguez, Feldstein (Via Alternate Valerie Woodson), Gauthier, Girtten, Kane, Mannino, McLurkin, Robertson, Smith, Sosa, Stent
Oppose (0)	
Abstain (0)	
Recuse (0)	
Absent (5)	Braunstein, Johnson, Willett, Morgan, Reed

- o **MOTION:** Mr. Brad Kane motioned to approve the increase of allocation for rental from LAUSD from \$1500 to \$2100. Ms. Alma Stent seconded the motion and it was approved.
- Board Member, Agnes Copeland then gave an update on the Carnival, stating that most everything except for the printing has been approved. The hope is to have visuals from printing

Yes (14)	Barnett, Christie, Copeland, Dominguez, Feldstein (Via Alternate Valerie Woodson), Gauthier, Girtten, Kane, Mannino, McLurkin, Robertson, Smith, Sosa, Stent
Oppose (0)	
Abstain (0)	
Recuse (0)	
Absent (5)	Braunstein, Johnson, Willett, Morgan, Reed

by next week.

## 7. Potential Community Impact Statements (CIS)

- **Community Impact Statement (related to Council File 17-0002-S110) supporting Councilmember Koretz's motion to oppose any extension of the cutoff for alcohol sales to 4am**
  - o Board Member, Sylvester Robertson asked if anyone knew how many restaurants in the community currently serve alcohol or stay open late. Ms. Stent stated that in a previous meeting it was said that there were 13 restaurants in the area that serve alcohol with food.
  - o Mr. Girtten then shared that what he's hearing from the discussion to him speaks more to policing than serving and making alternate transportation more affordable. He added that he believes the board should talk to business owners and constituents because it



feels weird to him that the board would take a position for thousands of other constituents.

- Mr. Kane then asked if Mr. Oliver had anything to add. Mr. Oliver then shared that there are worries about what an extension will mean because Los Angeles unlike New York City or Las Vegas has a car culture. Sheriffs that he has spoken to have also expressed concern, citing that the worst hours for them are between 11pm and 2am. He added that the bill is moving along so time is of the essence if the PICO NC wants to submit a CIS.
- Mr. Gauthier then stated that he would like to see all the attachments related to this item before voting carte blanche. Mr. Kane responded that he would be happy to hold off voting on this item until the next meeting.
  - Stakeholder, Ms. Debbi stated that this item has been on the agenda for months and she would like to see the CIS written up. Mr. Kane stated that he understood but the board will table the issue until the next meeting.
- **Community Impact Statement (related to Council File 17-1426) supporting Councilmember Koretz's motion to request that the City Attorney and Legislative Analyst review the legislative and regulatory opportunities for Sober Living group homes.**
  - Aviv Kleinman, Planning Deputy for Councilmember Koretz's Office, shared that Councilmember Koretz is strongly opposed to this legislation. He stated that current sober living houses can operate anywhere they want and these facilities are not licensed, so the motion is asking that the city have more supervision.
    - Ms. Copeland shared that in the black and brown communities there has been sober living homes for decades, so when did this become a problem. Mr. Kleinman answered that he receives calls at least once a week about new sober living homes that haven't been heard of before, and the issue is when individuals living in these homes relapse and do illegal things in the neighborhoods.
    - Board Member, April Barnett, then shared that there was a sober living home three doors from her and they were the best neighbors. She stated that she thinks having sober living homes in regular residential areas help sober living individuals. She added that she thinks the issues mentioned by Mr. Kleinman are isolated incidents.
      - Mr. Kleinman responded that he understands the benefits of having sober living homes in residential areas, but the incidents he mentioned are not isolated, and though the majority of sober living individuals are good actors there are a few that are bad actors that result in him getting frequent calls.
    - Board Member, Walter Dominguez, then shared that he has had incidents in his area with sober living individuals that were not supervised. Board Member, Sharon Christie, added that she supports sober living homes in her neighborhood that are run by qualified individuals.
    - Board Member, Richard Mannino, then asked Mr. Oliver for a one sentence summation on what Councilmen Koretz is advocating. Mr. Oliver stated that the councilmen would like there to be a report to review the legislative opportunities that the city may have for reviewing the legislation for these facilities. He added that he thinks it will be important that the PICO NC do a CIS to give ideas in the CIS on how the facilities can be better regulated.
  - **SB8-31 Senator Scott Weiner wants to override local zoning and require approval of so-called "granny flats" in 20 days as a ministerial matter (no public input) and give developers a right to**

sue, while eliminating the owner occupancy requirement, parking requirements, historic preservation and separate utility connections, which is a major safety issue.

- Mr. Gauthier shared that some are in favor of granny flats because it would help with affordable housing.
- Stakeholder, Ms. Ruth, stated that she doesn't think the bill is an anti-granny flat bill, but the issue is more about safety and regulation. Mr. Mannino then added that the measure goes beyond granny flats. Ms. Stent then stated that the bill doesn't individualize and give people the chance to make their own decisions.
- Mr. Dominguez expressed that his concern is that the bill doesn't seem to have any regulation about it. The granny flats don't have to be a certain distance from the property line, they can be any height, and people only have 20 days to notice what is happening.
- Mr. Gauthier then commented that the way in which this item was drafted and put on the agenda, it almost seems to say that this is the answer and as a result it may discourage residents from attending. He added that the board should get an understanding of how the community leans and then form their opinion.
  - Mr. Robertson then added to Mr. Gauthier's comment that when Community Impact Statements are put on the agenda they need to just explain the facts and not editorialize anyone's position, because we need to be fair to the board and stakeholders. Mr. Kane responded that no one objected to the language in the Executive Committee and he shared that he tries to fairly present the items on the agenda. He added that he would draft the letter and put the CIS on the agenda for next Wednesday.

#### 8. February 14, 2018, March 14, 2018 and April 11, 2018 Draft Board Minutes

- Mr. Kane shared that he only received comments from Mr. Girten on the February 14, 2018 Board minutes.
- **MOTION:** Mr. Brad Kane motioned to approve the February 14, 2018, March 14, 2018 and the

Yes (14)	Barnett, Christie, Copeland, Dominguez, Feldstein (Via Alternate Valerie Woodson), Gauthier, Girten, Kane, Mannino, McLurkin, Robertson, Smith, Sosa, Stent
Oppose (0)	
Abstain (0)	
Recuse (0)	
Absent (5)	Braunstein, Johnson, Willett, Morgan, Reed

April 11, 2018 Draft Board Minutes per the comment from Mr. Jeff Girten noting a redundancy in the February 14, 2018 draft board minutes. Mr. Jeff Girten seconded the motion and it was approved.

#### 9. Adjournment

- President Bard Kane adjourned the meeting at 8:59pm.

**P.I.C.O. NEIGHBORHOOD COUNCIL (NC)**  
**GENERAL BOARD MEETING**  
**Wednesday, 16 May 2018 • 7PM**  
**5651 W Pico Blvd. #102, Los Angeles 90019**



**1. Call to Order**

- President Brad Kane called the meeting to order at 7:04PM.

**2. Roll Call**

▪

Here (?):

Agnes Copeland, Walter Dominguez, Hydee Feldstein, Joe Gauthier, Brad Kane, Richard Mannino, Sylvester Robertson, Erin Lillestol (Via Alternate Daniel Sosa), Chelsea Willett

Absent (?):

**3. "Ways of Working" (Standards on which we agreed to hold ourselves and each other accountable):**

- NO CROSS TALK (*no interruptions or sidebar conversations while someone has the floor*)
- Listen and respond respectfully to other's ideas/opinions - even if you disagree
- It is OK to disagree (*just express it respectfully*)
- Say what you mean, mean what you say (*be honest and forthcoming - no innuendo or code*)
- Generosity of spirit (*conduct ourselves with good intentions and assume good intentions in others*)
- Separate the message from the messenger (*do not make it personal*)
- Exhibit appreciation, interest, and empathy for different backgrounds and perspectives
- "Own" your mistakes / forgive other's mistakes / demonstrate effort to fix mistakes
- Be informed (*ask for clarification or info; don't be offended or rude if others ask you for it*)
- Be active listeners (*paraphrase to show – or ask whether – you understand someone correctly*)

**4. Public Comment**

- None

**5. Government Speakers**

- None

**6. Finance**

- a. Approval of April 2017 Monthly Expenditure Report

- **MOTION:** Mr. Brad Kane motioned to approve the Monthly Expenditure Report. Ms. Hydee Feldstein seconded the motioned and it was approved.

## **7. Land Use Pending Cases/Issues (discussion/Possible action):**

### **a. Paper or Plastik Café- Renewal of Conditional Use Permit**

Report, discussion and action scheduled to be taken on Paper or Plastik (5772 W Pico Blvd) re: application to renew the Conditional Use Permit(CUB) to permit the continued sale of beer & wine for on-site consumption at the existing restaurant originally issued in 2012 (Case#ZA-2012-1947-CUB-PA1) and to waive the requirement of a public zoning administrator hearing in connection with that renewal. Presented to Land Use in March with concerns raised by members of Land Use re: parking, whether the license was to be permanent or another 5-year conditional use renewal and whether support of a waiver of the right to a public hearing was appropriate. Paper or Plastik was unable to attend the April Land Use meeting and the Land Use Committee voted to pass the matter directly to the Board given the business urgency since the original 2012 license expired in December. The matter was inadvertently left off the General Board Meeting Agenda last week. There will be three possible items for consideration and action by the Board: First, does the Board support the CUB renewal?

Second, if the Board does, are there any conditions or considerations to include in a letter of support? Third, if the Board does, does the Board also support Applicant's request to waive the need for a public hearing on this renewal?

- **MOTION:** Mr. Brad Kane motioned to renew conditional use permit. Ms. Hydee Feldstein seconded the motion
- **MOTION:** Ms. Chelsea motioned to support waiver the need for public hearing on the renewal. Mr. Walter Dominguez seconded the motion and the Board voted to support the waiver.

## **8. Potential Community Impact Statement (discussion/ possible action)**

**a. Community Impact Statement (related to Council File 18-0002-s27) supporting Councilmember Koretz' resolution to oppose SB 905, extending and permitting the extension of the cutoff time for alcohol sales in 6 California cities (Oakland, Sacramento, San Francisco, Los Angeles, Long Beach and West Hollywood) to 4 am.**

Couldn't set to vote, will be carried over to next agenda.

**b. Community Impact Statement (related to Council File 17-1426) supporting Councilmember Koretz' motion to requesting the City Attorney and Legislative Analyst review the legislative and regulatory opportunities for Sober Living group homes.**

The South Carthay Neighborhood Association has issued a letter in support of Council File 17-1426.

Michael Stokes spoke.

- **MOTION:** Mr. Brad Kane motioned to support City Council File 17-1426. Ms. Hydee Feldstein seconded the motioned and it was approved.

**c. Proposed motion:** The PICO Neighborhood Council hereby supports the work of the Neighborhood Council Budget Advocates and their 2018 White Paper and approve the filing of a Community Impact Statement for Council file 18-0600. The entire White Paper can be found at <http://www.shermanoaksn.org/docs/34483290-5938.pdf>

## **9. Spring Carnival- June 2, 2018-12 noon to 3 p.m. Need for Board Member and other volunteers. Mandatory Outreach Meeting for all Board Members and other volunteers- assignments for Spring Carnival (Discussion/ possible action)**

- Mr. Richard Mannino will create event on Facebook on 5/17/18.
- Eventbrite for RSVP for those not on Facebook

- Ms. Samantha to be handling the rest of social media duties.
- Discussed the need for 18 board members to volunteer 1.5-3 hours of time for the event. Members should arrive approx. 10:45-11 a.m.
- 2 people needed per booth
- Consider motion for funding for more food later
- Chelsea to help distribute signs

**10. Committee Updates/ Reports (discussion/ possible action) (3 min)**

- a. Bylaws
  - b. Communication
  - c. Education
  - d. Land Use- Land Use forum/ Disaster Preparedness Forum
  - e. Ad Hoc Committee on development, planning, zoning, building & safety affecting our neighborhood.
  - f. Outreach
  - g. Animal Services Liaison (April Barnett)
  - h. Civilian Police Advisory Board Liaison
  - i. FilmLA Liaison (April Barnett)
  - j. Marijuana (Cannabis) Regulatory Framework Liaison (Sharon Christie)
  - k. Purposeful Aging Liaison (Reed McLurkin)
  - l. Bureau of Street Services Liaison (Brad S. Kane)
- (If additional time needed, it must be requested in the Executive Board Meeting)

- No discussion

**11. Need Proof of Ethics and Finance Training and Completion of Code of Conduct for each Board and Committee Member as well as Voting Alternates (Discussion/ possible action)**

Note: Ethics Training of less than 2 hours will be rejected/ Please send directly to Committee Chairs

- No discussion

**12. Open Officer Positions/ Board seats/ Committee Seats/ Liaisons Confirmation: (discussion/ possible action)**

**NOTE:// All Board and Committee Members must complete: (i) Ethics Training; (ii) Finance Training; and (iii) sign the Code of Conduct. Committee Chairs/ Co- Chairs Are Responsible to Ensure Compliance**

- a. Pico NC Board Vice President/ Secretary
- b. Community Interest
- c. At Large (1)
- d. Youth Rep
- e. Business Rep #2
- f. Education Rep #2
- g. New Land Use Committee Members
- h. Civilian Police Advisory Board Liaison

- No discussion

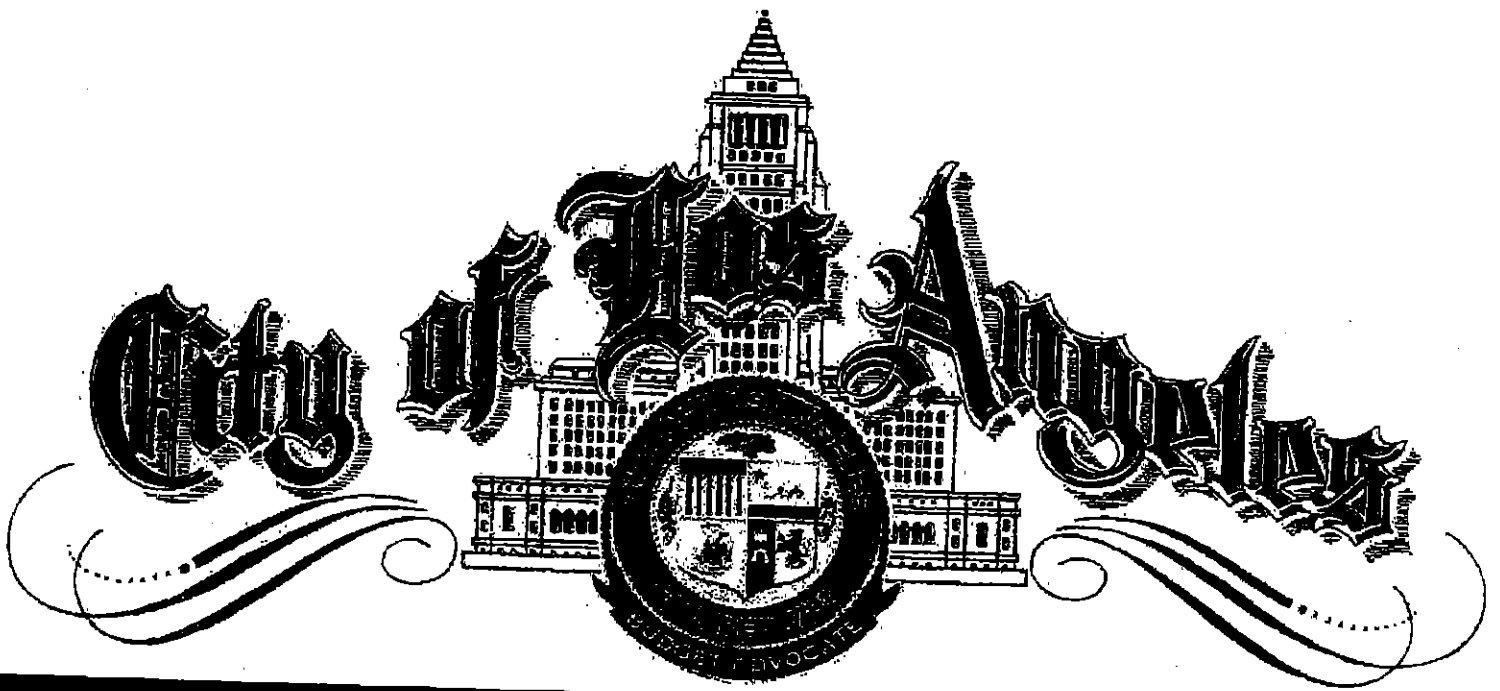
**13.) Use of Pico Kiosks (Discussion/ possible action)**

What are they being used for now? Who authorizes the use? Should they advertise PICO NC meetings/ events? Who has the keys?

- No discussion

#### **14. Adjournment**

- President Bard Kane adjourned the meeting at 9:03pm.



# WHO'S IN CHARGE?

AND WILL THEY ACT ON OUR TEN  
SIMPLE RECOMMENDATIONS?

Quality of Life Infrastructure  
Population Density Legal Liabilities  
Collective Bargaining Pensions  
Affordable Housing Homelessness  
Equity Funding Public Safety Water Usage  
Gangs LAUSD Education  
Accountability  
Congestion Sexual Harassment Parking  
Trash Emergency Services  
Reform Tree-Stumps Gentrification  
LADWP Billing/Rate Transparency  
Payer  
Expenditures Traffic  
Mental Health  
Community Policing

BUDGET ADVOCATES  
WHITE PAPER

ISSUE NO. 1 // VOLUME NO. 8 // MARCH 2018

A short paper highlighting recommendations for the 2018/2019 Fiscal  
Budget to the Los Angeles Mayor Eric Garcetti & the City Council

## **Budget Advocates White Paper 2018**

### **Who's in Charge Here?**

#### **And will they act on our Ten Simple Recommendations?**

The Neighborhood Council Budget Advocates are disappointed that Mayor Garcetti and the City Council have not pursued our past suggestions on addressing the City's financial tribulations. These include adopting the fiscal recommendations of the LA 2020 Commission that were publicly endorsed by City Council President Herb Wesson in 2014, primarily the creation of an independent Office of Transparency and Accountability, the establishment of the Commission for Retirement Security to review the City's retirement obligations, and the implementation of multiyear budgeting.

Additionally, the Budget and Finance Committee appears to have done nothing with regards to the Budget Advocates' General Fund Revenue-Producing Ideas submitted last year to a positive reception and assurances a committee would be formed to review and analyze them (which did not happen). These included such simple suggestions as pursuing reimbursement of City expenses related to the Northridge earthquake, a non-resident tax for unoccupied houses/apartments, and bringing dumping fines up to County levels.

#### **Budget Overview**

The City of Los Angeles continues to face serious financial challenges despite a robust economy over the last eight years. One of the reasons is that nobody appears to be in charge of, and accountable for, facing these challenges. As the Los Angeles Times said in an editorial published March 2, 2018, "Who's in charge here? The question echoes unanswered through the streets of this notoriously fractured, siloed and balkanized metropolis, where the city-county structure and the political culture too often allow politicians to wriggle their way out of accountability."

The City budget has had, and continues to have, a massive structural deficit ("the Structural Deficit") in which projected expenses continue to far exceed projected revenues year after year. This Structural Deficit persists despite an increase in General Fund revenues of 31% – in excess of \$1.4 billion – over the last six years. Next year, the budget gap is projected to be almost \$100 million despite an *increase* in revenues of over \$100 million. The City refuses to squarely address the Structural Deficit but instead plays shell games each year with the City monies.

The \$100 million budget gap does not take into consideration anticipated raises for the police and civilian workers and increased pension contributions associated with the lowering of the investment rate assumption to 7¼% for the City's two pension plans. These increases will increase the budget gap to an estimated \$250 million.

The upcoming budget does not factor in new sources of revenue from the SB 1 gas tax, the Local Return revenues from Measure M, the Exclusive Trash Franchise Fee, linkage fees, and the cannabis tax. The bulk of these revenues are targeted for specific purposes and are not supposed to cover the anticipated budget shortfall of the General Fund.



## **Budget Advocates White Paper 2018**

The City has experienced a 'Service Insolvency' due to funds that should have been directed to repairing and maintaining the City's streets and the rest of its infrastructure being redirected to pay for increased salaries, pension contributions, and healthcare benefits.

The City now has a deferred maintenance backlog that is estimated to be more than \$10 billion, \$4 billion more than the General Fund budget.

The City's two pension plans have a total unfunded pension liability of \$9 billion. These two plans are only 80% funded despite a bull market. The annual required contribution has increased to about 20% of the General Fund. If the more realistic investment rate assumption as advocated by Warren Buffet and other respected money managers of 6¼% is used rather than the optimistic 7¼%, the shortfall would increase to \$15 billion (71% funded) and the annual required contribution by the City would increase by \$400-500 million.

### **Ten Recommendations**

Increase transparency into the City's budget and finances by holding monthly town hall meetings at times convenient to the City's residents such as weekends or after 7 PM on weekdays.

Mandate that labor contracts or other agreements entered into will be revenue neutral within the term of each contract/agreement, i.e., will not increase the budget gap or result in further diminution of services.

Develop and implement a ten-year financial plan based on realistic and dynamic assumptions that eliminate the Structural Deficit, provide for the maintenance and repair of the City's infrastructure, pay for the City's out-of-control litigation costs, and begin to reduce the unfunded pension liability.

Develop a comprehensive plan to address all City infrastructure and repair and maintain our streets, including our sidewalks, parks, and urban forest. Accidents on City streets and sidewalks that need repair account for a substantial portion of the City's litigation costs.

Benchmark the efficiency of the City services, beginning with Public Works, Recreation and Parks, Building and Safety, and General Services.

Outsource to private contractors 50% of the repair and maintenance of our streets and sidewalks and compare the results with City-staffed crews. Work performed by independent contractors must be supervised to ensure quality and that the work is on time and on budget.

Review and analyze the City's two underfunded pension plans, and develop and implement recommendations to eliminate the unfunded pension liability over the next fifteen years. The pension plans are a ticking time bomb as the City is legally obligated to pay the pension liabilities that will accrue.

Build the Reserve Fund and Budget Stabilization Fund to an amount equal to 10% of the General Fund, a level recommended by Miguel Santana, our previous City Administrative Officer, as well as

## **Budget Advocates White Paper 2018**

by the State of California. Unappropriated balances are not considered reserves. [Note: The Government Finance Officers Association suggests reserves equal to 17% of the General Fund.]

Develop a capital expenditure plan that addresses the expansion of the Convention Center, the improvement of the Civic Center, the revitalization of the Los Angeles River, compliance with the Clean Water Act, and the modernization of the City's Management Information Systems and IT infrastructure. Funds should be allocated directly to capital costs as part of the City Budget and not be swept back into the General Fund.

Establish an independent Office of Transparency and Accountability to oversee the City's finances and ensure fiscal responsibility. This recommendation was first made to the LA 2020 Commission, a body established at the suggestion of City Council President Herb Wesson.

### **Conclusion**

We call on the Budget and Finance Committee, the Mayor and City Council to fulfill their obligations as stewards of the City and start addressing the City's budgetary woes now. We must stop passing the buck on to the next generation. The problems we are addressing will not disappear, but will only get worse. Use the Budget Advocates' suggestions but don't stop with us. Use the brain power on the Mayor's budget team as well as in the financial departments to move the City to a more sustainable budgeting methodology that will allow it to find realistic solutions to the problems facing Los Angeles and fulfill the Mayor's original vision to make Los Angeles the best-run big city in America with good jobs for all Angelenos.

Furthermore, we believe that a number of the overarching observations in *Evaluation of the State of the Street Related Infrastructure Programs in Los Angeles*, the FUSE report by Laila Alequresh regarding the City's organization, are spot on, especially those that comment on the various departments working with blinders on in their own silos.

The current system of stand-alone departments which do not effectively communicate with one another encourages duplication, inefficiency, and waste. Old patterns must be set aside, and departments must emerge from their silos to work together in a coordinated manner.

Additionally compelling is the idea of transferring the Department of Transportation or many of its functions to Public Works where its functions can be integrated with other street services and its actions be held more accountable.

Again, we strongly recommend that the City engage an independent City Manager or an experienced Chief Operating Officer to oversee all City departments and their interactions, starting with ramping up an infrastructure overhaul that is essential if the City is to shine for the 2028 Olympics.

Furthermore, all members of City boards and commissions should have relevant qualifications and expertise in their jurisdiction as well as in labor and city management, and those who don't should be immediately replaced. No more political appointees in critical jobs! The City's government is intended to work for the people; make sure it does.

Respectfully submitted,  
The 2017-2018 Budget Advocates

*Jay Handal*, West Los Angeles, Co-Chair  
*Liz Amsden*, Historic Highland Park, Co-Chair  
*John DiGregorio*, Panorama City, Vice-Chair, Communication  
*Barbara Ringuette*, Silver Lake, Vice-Chair, Administration  
*Lynda Valencia*, Arroyo Seco, Secretary  
*Brigette Kidd*, Zapata King, Assistant Secretary  
*Howard M. Katchen*, Sherman Oaks, Treasurer  
*Carol Newman*, Lake Balboa, Parliamentarian

*Ivette Alé*, Voices of 90037  
*Brian Allen*, Granada Hills North  
*Priscilla Anchondo*, Reseda  
*Glenn Bailey*, Northridge East  
*Agnes Copeland*, P.I.C.O.  
*Freddy Cupen-Ames*, North Hollywood West  
*Kevin Davis*, Foothill Trails District  
*Carol Derby-David*, Park Mesa Heights  
*Adrienne Nicole Edwards*, Olympic Park  
*Valaida Gory*, Mid City  
*Diedra Greenaway*, Northridge East  
*James Hornik*, Westlake South  
*Jack Humphreville*, Mid-Wilshire  
*Jacqueline Le Kennedy*, Bel Air-Beverly Crest  
*Janet Kim*, Los Feliz  
*Melanie Labrecque*, Northwest San Pedro  
*Jon Liberman*, South Robertson  
*Michael Menjivar*, North Hollywood North East  
*William Morrison*, Lincoln Heights  
*Robert Newman*, Downtown Los Angeles  
*Christopher Perry*, CANNDU  
*Ricardo Ramirez*, Sunland-Tujunga  
*Estuardo Ruano*, Rampart Village  
*Danielle Sandoval*, Central San Pedro  
*Patrick Seamans*, Mid-City West  
*Eleanor Smith*, Park Mesa Heights  
*Dr. Princess Sykes*, Harbor Gateway North  
*Joanne Yvanek-Garb*, West Hills



P.I.C.O. NEIGHBORHOOD COUNCIL (NC)  
5651 W Pico Boulevard #102, Los Angeles, CA 90019  
(323) 521-9080  
www.piconc.com  
EMAIL: info@piconc.com



**P.I.C.O. Neighborhood Council  
Community Impact Statement [Supporting/Opposing]  
Council File 18-0002-S27 Resolution Opposing SB 905 Extended  
Alcohol Hours for the Cities of San Francisco, Sacramento,  
Oakland, Los Angeles, West Hollywood, and Long Beach**

**President  
Brad Kane**

**Treasurer and  
Finance  
Committee Chair  
Agnes Copeland**

**Communications  
Committee Chair  
Richard Mannino**

**Education  
Committee Chair  
Sylvester  
Robertson**

**Land Use  
Committee Co-  
Chairs David  
Dahlke & Hydee  
Feldstein**

**Bylaws  
Committee  
Chair Joseph  
Gauthier**

At its meeting on May 16, 2018, the P.I.C.O. Neighborhood Council Board circulated and discussed the Resolution presented by Councilmember Koretz and seconded by Councilmember Martinez opposing SB 905 establishing a "pilot program" for extended 4 am hours for the sale of alcohol in the following 6 cities – Sacramento, Oakland, San Francisco, Los Angeles, West Hollywood and Long Beach. Following discussion, the P.I.C.O. Neighborhood Council Board voted to adopt a community impact statement [in support of the Resolution in Council File 18-0002-S27 and thanking Councilmembers Koretz and Martinez for their leadership on this issue] [opposing the Resolution in Council File 18-0002-S27].

The Board's [support/opposition] is based upon the following concerns:

This Community Impact Statement is submitted as part of Council File 18-0002-S27.

Sincerely,

Brad S. Kane  
President, P.I.C.O. NC

Hydee R. Feldstein  
Co-Chair P.I.C.O. NC Land Use Committee

Cc: Paul Koretz, Los Angeles City Councilmember CD 5  
Nury Martinez, Los Angeles City Councilmember CD 6  
Herb Wesson, City Council President and Councilmember CD 10

**Subject:** PRA - CASE #22157  
**From:** Mario Hernandez <mario.hernandez@lacity.org>  
**To:** ELA PRA <ela.pra@lacity.org>  
**Date Sent:** Tuesday, July 3, 2018 4:38:42 PM GMT-07:00  
**Date Received:** Tuesday, July 3, 2018 4:39:24 PM GMT-07:00

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Thank you.

Mario Hernandez  
Neighborhood Council Advocate

**Department of Neighborhood Empowerment**  
200 N. Spring Street, Suite 2005  
Los Angeles, CA 90012  
Office | (213) 473-7472 Fax | (213) 978-1751  
Email | [Mario.Hernandez@LACity.org](mailto:Mario.Hernandez@LACity.org) Web | [www.EmpowerLA.org](http://www.EmpowerLA.org)



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*Empower Yourself. Empower Your Community. Empower LA.*



**EMPOWERLA LEADERSHIP ACADEMY**

## Forwarded conversation

**Subject: FW: By Laws and Boundary revisions / petition**

-----  
**From:** Chapman, Lisa <[REDACTED]@[REDACTED]ucla.edu>  
**Date:** Fri, May 25, 2018 at 4:09 PM  
**To:** "Commission@Empowerla.org" <[Commission@empowerla.org](mailto:Commission@empowerla.org)>  
**Cc:** "Eli Lipmen ([commissionerlipmen@gmail.com](mailto:commissionerlipmen@gmail.com))" <[commissionerlipmen@gmail.com](mailto:commissionerlipmen@gmail.com)>

---

**From:** Chapman, Lisa  
**Sent:** Friday, May 25, 2018 4:08 PM  
**To:** Mike Fong <[mike.fong@lacity.org](mailto:mike.fong@lacity.org)>  
**Cc:** [REDACTED]on.nyambura@lacity.org  
<[REDACTED]esn [REDACTED]> Constance  
Boukidis ([REDACTED] <[REDACTED]> Laura Winikow  
([lwinikow@wwnc.org](mailto:lwinikow@wwnc.org)) <[lwinikow@wwnc.org](mailto:lwinikow@wwnc.org)>; Semee Park <[semee.park@lacity.org](mailto:semee.park@lacity.org)>  
**Subject:** RE: By Laws and Boundary revisions / petition

Mike, Grayce, and Gibson,

I have to say, I just don't understand why we have to play this silly Friday afternoon game every time we need information.

We lost the election, which is expected. We qualify through DONE's own language to share the boundaries of WW Village and South of Wilshire Persian business community. We meet every criteria.

We ARE going to petition to have that granted.

Our questions have to do with bylaw and boundary changes KNOWING THAT INFORMATION. Can we do this altogether, have DONE do their report and have the special BONC meeting to decide this, or do we have to piecemeal this and have to have TWO special meetings.

We have asked for and deserve detailed information. You already knew this was coming, so why do we have to play this unnecessary passive-aggressive game each time?

Get us our information please. That is our right. You can't keep trying to thwart every attempt we make to be heard.

Lisa

---

**From:** Chapman, Lisa  
**Sent:** Friday, May 25, 2018 3:06 PM  
**To:** Mike Fong <[mike.fong@lacity.org](mailto:mike.fong@lacity.org)>  
**Cc:** [on.nyambura@lacity.org](mailto:on.nyambura@lacity.org); [REDACTED] Constance Boukridis ([REDACTED] esn [REDACTED]) <[REDACTED]> Laura Winikow ([lwinikow@wwnc.org](mailto:lwinikow@wwnc.org)) <[lwinikow@wwnc.org](mailto:lwinikow@wwnc.org)>; Semee Park <[semee.park@lacity.org](mailto:semee.park@lacity.org)>  
**Subject:** RE: By Laws and Boundary revisions / petition

Hi Mike,

Thanks for your reply but that doesn't answer our questions about the petition for the boundary sharing. Are you saying that we do this altogether within the 30 days?

Please advise after reading my original email below.

Thanks,

Lisa

**From:** Mike Fong <[mike.fong@lacity.org](mailto:mike.fong@lacity.org)>  
**Sent:** Friday, May 25, 2018, 9 P  
**To:** Chapman, Lisa <[REDACTED]@[REDACTED].ucla.edu>  
**Cc:** [REDACTED] <[on.nyambura@lacity.org](mailto:on.nyambura@lacity.org)>; [REDACTED] Constance Boukidis <[REDACTED]@[REDACTED]>; Laura Winikow <[lwinikow@wwnc.org](mailto:lwinikow@wwnc.org)> <[lwinikow@wwnc.org](mailto:lwinikow@wwnc.org)>; Semee Park <[semee.park@lacity.org](mailto:semee.park@lacity.org)>  
**Subject:** Re: By Laws and Boundary revisions / petition

Hi Lisa,

Hope you are doing well.

Thank you very much for your email.

The Westwood Neighborhood Council shall amend their bylaws within 30 days of the election to reflect changes to the boundaries and, if applicable, the board structure. The Department shall forward the bylaws for any Neighborhood Council that is being subdivided to the Board of Neighborhood Commissioners (Commission) for approval of the amended bylaws. Please complete the bylaws amendment application and boundary revision within 30 days.

There will most likely be a special meeting of the Board of Neighborhood Commissioners in late June in the North Westwood area.

Best,

Mike

On Fri, May 25, 2018 at 2:36 PM, Chapman, Lisa <[REDACTED]@[REDACTED].ucla.edu> wrote:

Hi All,

We haven't heard back, and it's starting a long holiday weekend.

When might we expect an answer to our questions below?

Please advise.

Thanks,

Lisa

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**From:** Chapman, Lisa  
**Sent:** Thursday, May 24, 2018 11:00 AM  
**To:** Grayce Liu <[grayce.liu@lacity.org](mailto:grayce.liu@lacity.org)>; 'Mike Fong' <[mike.fong@lacity.org](mailto:mike.fong@lacity.org)>; Gibson Nyambura <[gibson.nvambura@lacity.org](mailto:gibson.nvambura@lacity.org)>  
**Cc:** Sandy Brown ([REDACTED] <[REDACTED]> Stephen Resnick ([REDACTED] <[REDACTED]> Constance Boukidis ([REDACTED] <[REDACTED]> Laura Winikow ([lwinikow@wwnc.org](mailto:lwinikow@wwnc.org)) <[lwinikow@wwnc.org](mailto:lwinikow@wwnc.org)>  
**Subject:** By Laws and Boundary revisions / petition

Hello Grayce, Mike and Gibson,

We need to know the timeline for when our new by laws need to be submitted based on the election results.

We will also need to know when the boundary revision petition will be due for you and for BONC. Please advise of thorough timeline on that as well.

Please send us any paperwork that will need to be completed for that entire process, along with timeline dates and due dates.

Also, please advise if the petition for shared boundaries must include the revised boundaries as a result of the election.

Please get all this to us by tomorrow at the latest.

Thanks,

Lisa



Lisa Chapman, MSO II

Practice Manager

UCLA Health

[2001 Santa Monica Blvd. Ste 370/380](#)

[Santa Monica, CA 90404](#)

Cell:



[\[redacted\]@\[redacted\]ucla.edu](#)



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--

Mike Fong

Director of Policy and Government Relations

Department of Neighborhood Empowerment / Empower LA

[200 North Spring Street, Suite 2005](#)

[Los Angeles, CA 90012](#)

(213) 978-1551

[mike.fong@lacity.org](mailto:mike.fong@lacity.org)

Web | [www.EmpowerLA.org](http://www.EmpowerLA.org)



***Empower Yourself. Empower Your Community. Empower LA.***



-----  
From: **Chapman, Lisa** <[REDACTED]@[REDACTED].ucla.edu>  
Date: Tue, May 29, 2018 at 10:13 AM  
To: Mike Fong <[mike.fong@lacity.org](mailto:mike.fong@lacity.org)>, Grayce Liu <[grayce.liu@lacity.org](mailto:grayce.liu@lacity.org)>,  
"Commission@Empowerla.org" <[Commission@empowerla.org](mailto:Commission@empowerla.org)>  
Cc: Gibson Nyambura <[gibson.nyambura@lacity.org](mailto:gibson.nyambura@lacity.org)>, "Sandy Brown ([REDACTED])"  
<[REDACTED]>, "Stephen Resnick ([REDACTED])"  
<[REDACTED]>, "Constance Boukidis ([REDACTED])"  
<[REDACTED]>, "Laura Winikow ([lwinikow@wwnc.org](mailto:lwinikow@wwnc.org))"  
<[lwinikow@wwnc.org](mailto:lwinikow@wwnc.org)>, Semee Park <[semeepark@lacity.org](mailto:semeepark@lacity.org)>, Lisa Payne  
<[lisa.payne@lacity.org](mailto:lisa.payne@lacity.org)>

Mike and Grace,

We still have not heard back. Is there someone else, perhaps at BONC, or another entity that we should be going to for this information? Please advise as to whom that party might be.

If it is YOUR office, please call or email back by today. We are planning on submitting boundaries and bylaws to reflect sharing Westwood Village and the Persian business community South of Wilshire.

Your last cut and paste email does not answer the question of whether or not we do this all at once, or we

have to change our by-laws first and then submit the boundary change to BONC. We need to know the rules.

My cell is: [REDACTED]

Sandy Brown's cell is : [REDACTED]

Please make sure you get us this information by today.

-----  
From: **Chapman, Lisa** <[REDACTED]@[REDACTED]ucla.edu>  
Date: Fri, Jun 1, 2018 at 2:21 PM  
To: Mike Fong <[mike.fong@lacity.org](mailto:mike.fong@lacity.org)>, Grayce Liu <[grayce.liu@lacity.org](mailto:grayce.liu@lacity.org)>, "Commission@Empowerla.org" <[Commission@empowerla.org](mailto:Commission@empowerla.org)>  
Cc: Gibson Nyambura <[gibson.nyambura@lacity.org](mailto:gibson.nyambura@lacity.org)>, "Sandy Brown ([REDACTED])" <[REDACTED]>, "Stephen Resnick ([REDACTED])" <[REDACTED]>, "Constance Boukidis ([REDACTED])" <[REDACTED]>, "Laura Winikow ([lwinikow@wwnc.org](mailto:lwinikow@wwnc.org))" <[lwinikow@wwnc.org](mailto:lwinikow@wwnc.org)>, Semee Park <[semeepark@lacity.org](mailto:semeepark@lacity.org)>, Lisa Payne <[lisa.payne@lacity.org](mailto:lisa.payne@lacity.org)>

Hi Grayce, Mike and Gibson,

Happy Friday. We are now 10 days out from the election today, and we have still not heard ONE peep from you all about the bylaw and shared resources petition.

I just don't think this is the process that the Mayor had in mind when creating DONE, and thus outreach to Neighborhood Councils.

Are you all really surprised at this point that our council passed a "No Confidence" vote in your department?

This is just so blatantly biased. Wrong in every way.

Thanks,

Lisa

---

**From:** Chapman, Lisa

**Sent:** Tuesday, May 29, 2018 10:14 AM

**To:** 'Mike Fong' <[mike.fong@lacity.org](mailto:mike.fong@lacity.org)>; 'Grayce Liu' <[grayce.liu@lacity.org](mailto:grayce.liu@lacity.org)>;

'Commission@Empowerla.org' <Commission@Empowerla.org>

**Cc:** [son.nyambura@lacity.org](mailto:son.nyambura@lacity.org) ( [REDACTED] )

[REDACTED] <[REDACTED]> 'Constance Boukidis' ( [REDACTED] ) <[REDACTED]> 'Laura Winikow' ([lwinikow@wwnc.org](mailto:lwinikow@wwnc.org)) <[lwinikow@wwnc.org](mailto:lwinikow@wwnc.org)>; 'Semee Park' <[semee.park@lacity.org](mailto:semee.park@lacity.org)>; 'Lisa Payne' <[lisa.payne@lacity.org](mailto:lisa.payne@lacity.org)>

-----  
From: **Mike Fong** <[mike.fong@lacity.org](mailto:mike.fong@lacity.org)>

Date: Fri, Jun 1, 2018 at 3:09 PM

To: "Chapman, Lisa" <[REDACTED]@[REDACTED].ucla.edu>

Cc: Grayce Liu <[grayce.liu@lacity.org](mailto:grayce.liu@lacity.org)>, Gibson Nyambura <[gibson.nyambura@lacity.org](mailto:gibson.nyambura@lacity.org)>, "Sandy Brown" ( [REDACTED] ) <[REDACTED]> "Stephen Resnick" ( [REDACTED] ) <[REDACTED]>

"Constance Boukidis" ( [REDACTED] ) <[REDACTED]> "Laura Winikow" ([lwinikow@wwnc.org](mailto:lwinikow@wwnc.org)) <[lwinikow@wwnc.org](mailto:lwinikow@wwnc.org)>, Semee Park <[semee.park@lacity.org](mailto:semee.park@lacity.org)>, Lisa Payne <[lisa.payne@lacity.org](mailto:lisa.payne@lacity.org)>

Hi Lisa,

Hope you are doing well.

Thank you very much for your email.

Are you available for a meeting at City Hall Room 2005 or a conference call to discuss bylaws/boundaries on Tuesday, June 5 at 3:00 pm?

Thanks and have a wonderful weekend!

Best,

Mike

-----  
From: **Chapman, Lisa** <[REDACTED]@[REDACTED].ucla.edu>

Date: Wed, Jun 6, 2018 at 9:38 AM

To: "Commission@Empowerla.org" <[Commission@empowerla.org](mailto:Commission@empowerla.org)>

Cc: "Eli Lipmen" ([commissionerlipmen@gmail.com](mailto:commissionerlipmen@gmail.com)) <[commissionerlipmen@gmail.com](mailto:commissionerlipmen@gmail.com)>, Lisa Payne <[lisa.payne@lacity.org](mailto:lisa.payne@lacity.org)>, Brown Sandy <[sbrown@wwnc.org](mailto:sbrown@wwnc.org)>, "Stephen Resnick" ( [REDACTED] ) <[REDACTED]>

Grayce Liu <[grayce.liu@lacity.org](mailto:grayce.liu@lacity.org)>, Mike Fong <[mike.fong@lacity.org](mailto:mike.fong@lacity.org)>, Gibson Nyambura <[gibson.nyambura@lacity.org](mailto:gibson.nyambura@lacity.org)>

Commissioners:

Please see email below. DONE seems not to "know" which Neighborhood Councils have shared boundaries and resources. We know that the Historic Highland shares with Arroyo Seco and Eagle rock, so that is 3, and North Hills submitted for shared boundaries that we find on-line.

Since all NC's that apply for Shared boundaries through the petition process have to go through DONE and BONC, you all should have a record of all of them, am I correct?

Please advise ASAP, as we are on a timeline crunch with this delay on DONE's part.

Thanks,

Lisa

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**From:** Chapman, Lisa  
**Sent:** Tuesday, June 05, 2018 4:15 PM  
**To:** 'Mike Fong' <[mike.fong@lacity.org](mailto:mike.fong@lacity.org)>  
**Cc:** [REDACTED] <[REDACTED]@[REDACTED]> ra <[gibson.nyambu@lacity.org](mailto:gibson.nyambu@lacity.org)> y Brown  
([REDACTED])  
<[REDACTED]> nce Boukidis ([REDACTED])  
<[REDACTED]> Laura Winikow ([lwinikow@wwnc.org](mailto:lwinikow@wwnc.org)) <[lwinikow@wwnc.org](mailto:lwinikow@wwnc.org)>; Semee  
Park <[semee.park@lacity.org](mailto:semee.park@lacity.org)>; Lisa Payne <[lisa.payne@lacity.org](mailto:lisa.payne@lacity.org)>  
**Subject:** RE: By Laws and Boundary revisions / petition

Thanks Mike, we have these forms. Appreciate the time line below.

I am a bit confused as to why you do not have a list of NC's with shared boundaries. The Historic Highland NC shares boundaries with both Eagle Rock and Arroyo Seco, so that is at least 3 NC's with shared boundaries, and we see that the North Hills NC submitted a petition for shared boundaries.

If DONE sees these petitions before it goes to BONC to be approved (as these must have), why wouldn't you all have a list of all of them?

Please get back to me about that.

Thanks,

Lisa

**From:** Mike Fong <[mike.fong@lacity.org](mailto:mike.fong@lacity.org)>  
**Sent:** Tuesday, June 5, 2018 4:04 PM  
**To:** Chapman, Lisa <[REDACTED]@[REDACTED].ucla.edu>  
**Cc:** [REDACTED] <[REDACTED]@[REDACTED]> ra <[gibson.nyambu@lacity.org](mailto:gibson.nyambu@lacity.org)> y Brown  
([REDACTED])  
<[REDACTED]> nce Boukidis ([REDACTED])  
<[REDACTED]> Laura Winikow ([lwinikow@wwnc.org](mailto:lwinikow@wwnc.org)) <[lwinikow@wwnc.org](mailto:lwinikow@wwnc.org)>; Semee  
Park <[semee.park@lacity.org](mailto:semee.park@lacity.org)>; Lisa Payne <[lisa.payne@lacity.org](mailto:lisa.payne@lacity.org)>

**Subject:** Re: By Laws and Boundary revisions / petition

Hi Lisa,

Hope you are doing well.

Thank you very much for your email.

I have attached a bylaws amendment application and a boundary adjustment application.

If board seats need to be adjusted to ensure no majority stakeholder type, please adjust board seats/structure. Please also examine existing board descriptions and adjust board descriptions if necessary to ensure that they are applicable to the revised boundaries of the Westwood Neighborhood Council.

Please send bylaws amendments to EmpowerLA by Friday, June 22nd.

After the bylaws amendment and boundary adjustment applications have been sent, EmpowerLA will prepare a report for the Board of Neighborhood Commissioners meeting including the bylaws amendment and the boundary adjustment applications. The Department shall forward the bylaws for any Neighborhood Council that is being subdivided and the subdivision petition to the Board of Neighborhood Commissioners (Commission) for approval of the bylaws.

The special Board of Neighborhood Commissioners meeting will occur sometime in mid-July or early August.

The Department currently does not have a list of NCs with shared boundaries.

The Board of Neighborhood Commissioners will also make a decision on the shared assets/boundaries.

Kyle of EmpowerLA/Neighborhood Empowerment will also be preparing a revised map by the end of the week to note that the VA cemetery (from March meeting motion) will be part of the Westwood NC and loop up to the Westwood Hills area to allow for the Westwood Hills area to remain in the Westwood Neighborhood Council boundaries.

Best,

Mike

On Mon, Jun 4, 2018 at 3:00 PM, Chapman, Lisa <[REDACTED]@[REDACTED].ucla.edu> wrote:

Mike,

I just want to reiterate that we need this information (which we have been asking from you for weeks) by today or tomorrow. We have our full board meeting next week, and our agenda will be finalized this Thursday evening.

Thanks,

Lisa

---

**From:** Chapman, Lisa

**Sent:** Monday, June 04, 2018 9:36 AM

**To:** 'Mike Fong' <[mike.fong@lacity.org](mailto:mike.fong@lacity.org)>

**Cc:** [REDACTED] <[REDACTED]@[REDACTED]> ra <[gibson.nyambu@lacity.org](mailto:gibson.nyambu@lacity.org)> y Brown

[REDACTED] <[REDACTED]> nce Boukidis ([REDACTED])

[REDACTED] Laura Winikow ([lwinikow@wwnc.org](mailto:lwinikow@wwnc.org)) <[lwinikow@wwnc.org](mailto:lwinikow@wwnc.org)>; Semee Park <[semee.park@lacity.org](mailto:semee.park@lacity.org)>; Lisa Payne <[lisa.payne@lacity.org](mailto:lisa.payne@lacity.org)>

**Subject:** RE: By Laws and Boundary revisions / petition

Hi Mike,

No, I work full time, just as you do. So trekking down to City Hall on a Tuesday at 3 PM will not work for us.

Secondly, why do we need to meet in person? We have asked for the process and the paperwork to submit our bylaw changes along with our shared boundary petition. You have yet to give us that information and timeline. We need that TODAY.

Now, I understand that the Historic Highland NC shares boundaries with Eagle Rock, and another NC, so there certainly is precedent, despite what your office has said in the past.

We need you to tell us which OTHER NC's have shared resource boundaries as well. Please give us all of them, as your office has that information.

We are asking for the following, and have been asking for the following, for weeks now. Please provide this information to us today:

- 1). Timeline for presenting to BONC our shared resources petition
- 2). All the paperwork we will need to have for (above)
- 3). List of all NC's with shared boundaries

We are happy to meet with you here on the Westside, as we have invited you and Grayce on multiple occasions. We can meet you in the evening.

Please get back to me by today.

Thanks,

Lisa

**From:** Mike Fong <[mike.fong@lacity.org](mailto:mike.fong@lacity.org)>

**Sent:** Friday, June 01, 2012 10:00 P

**To:** Chapman, Lisa <[REDACTED]@[REDACTED].ucla.edu>

**Cc:** [REDACTED] <[REDACTED]@[REDACTED]>; [REDACTED] ra <[gibson.nyambu@lacity.org](mailto:gibson.nyambu@lacity.org)>; [REDACTED] y Brown

[REDACTED] <[REDACTED]>  
[REDACTED] nce Boukidis ([REDACTED]) <[REDACTED]>  
[REDACTED] Laura Winikow ([lwinkow@wwnc.org](mailto:lwinkow@wwnc.org)) <[lwinkow@wwnc.org](mailto:lwinkow@wwnc.org)>; Semee  
Park <[semee.park@lacity.org](mailto:semee.park@lacity.org)>; Lisa Payne <[lisa.payne@lacity.org](mailto:lisa.payne@lacity.org)>



**Subject:** PRA - CASE #22157  
**From:** Mario Hernandez <mario.hernandez@lacity.org>  
**To:** ELA PRA <ela.pra@lacity.org>  
**Date Sent:** Tuesday, July 3, 2018 4:37:59 PM GMT-07:00  
**Date Received:** Tuesday, July 3, 2018 4:38:41 PM GMT-07:00

---

Thank you.

Mario Hernandez  
Neighborhood Council Advocate

**Department of Neighborhood Empowerment**  
200 N. Spring Street, Suite 2005  
Los Angeles, CA 90012  
Office | (213) 473-7472 Fax | (213) 978-1751  
Email | [Mario.Hernandez@LACity.org](mailto:Mario.Hernandez@LACity.org) Web | [www.EmpowerLA.org](http://www.EmpowerLA.org)



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**EMPOWERLA LEADERSHIP ACADEMY**

----- Forwarded message -----

**From:** Brad Kane <[REDACTED]>  
**Date:** Mon, Jun 4, 2018 at 6:04 PM  
**Subject:** PICO NC Executive Committee Meeting Agenda For Thursday, June 7, 2018 at 8 p.m. - NEW DAY - THURSDAY!  
**To:** Reed McLurkin <[senior@piconc.com](mailto:senior@piconc.com)>, Sylvester Robertson <[picfairvillage@piconc.com](mailto:picfairvillage@piconc.com)>, Joseph Gauthier <[carthaysquare@piconc.com](mailto:carthaysquare@piconc.com)>, Chelsea Willett <[atlarge1@piconc.com](mailto:atlarge1@piconc.com)>, Ron Geiger <[wilshirehighlands@piconc.com](mailto:wilshirehighlands@piconc.com)>, "Alma Stent" <[REDACTED]>, "Agnes Copeland" <[REDACTED]>, Rich Mannino <[wilshirevista@piconc.com](mailto:wilshirevista@piconc.com)>, Brad Kane <[president@piconc.com](mailto:president@piconc.com)>, Yvonne Smith <[neighborsunited@piconc.com](mailto:neighborsunited@piconc.com)>, Daniel Sosa <[nonprofit@piconc.com](mailto:nonprofit@piconc.com)>, Sharon Christie <[southcarthay@piconc.com](mailto:southcarthay@piconc.com)>, "education2@piconc.com" <[education2@piconc.com](mailto:education2@piconc.com)>, "Marilouse Morgan" <[REDACTED]>, "Michael Johnson" <[REDACTED]>, "business1@piconc.com" <[business1@piconc.com](mailto:business1@piconc.com)>, "Chelsea Willett" <[REDACTED]>, "education1@piconc.com" <[education1@piconc.com](mailto:education1@piconc.com)>, Daniel Sosa <[REDACTED]>, "employee@piconc.com" <[employee@piconc.com](mailto:employee@piconc.com)>, "Walter Dominguez" <[REDACTED]>, "redondosycamore@piconc.com" <[redondosycamore@piconc.com](mailto:redondosycamore@piconc.com)>, "Elizabeth.carlin@lacity.org" <[Elizabeth.carlin@lacity.org](mailto:Elizabeth.carlin@lacity.org)>, "ncsupport@lacity.org" <[ncsupport@lacity.org](mailto:ncsupport@lacity.org)>, David Dahlke <[REDACTED]>, Robert Oliver <[robert.oliver@lacity.org](mailto:robert.oliver@lacity.org)>, "Kaufler, Melissa" <[Melissa.Kaufler@asm.ca.gov](mailto:Melissa.Kaufler@asm.ca.gov)>, "[REDACTED]" <[REDACTED]>, "[REDACTED]" <[REDACTED]>

"[REDACTED] ucla.edu" <[REDACTED] ucla.edu>, "[REDACTED]  
<[REDACTED] ucla.edu>," [REDACTED] Mario  
Hernandez <mario.hernandez@lacity.org>, "[REDACTED]  
<[REDACTED] ucla.edu>," [REDACTED]

Dear Fellow Board Members and Interested Parties,

Attached please find the Executive Committee Meeting Agenda for **Thursday, June 7, 2018 at 8 p.m.**

Please note the new day - Thursday! I apologize for the inconvenience.

See you then!

Best,

Brad

Brad S. Kane

President



[www.piconc.com](http://www.piconc.com)



**P.I.C.O. NEIGHBORHOOD COUNCIL**

5651 Pico Blvd #102, Los Angeles 90019

(323) 521.9080

[www.piconc.com](http://www.piconc.com)

EMAIL: [info@piconc.com](mailto:info@piconc.com)



**PRESIDENT**  
Brad Kane

**COMMUNICATIONS DIRECTOR**  
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**TREASURER**  
Agnes Copeland

**OUTREACH CHAIR**  
Vacant

**LAND USE CO-CHAIRS**  
David Dahlke  
Hydee Feldstein

**EDUCATION CHAIR**  
Sylvester Robertson

---

**EXECUTIVE COMMITTEE MEETING AGENDA**  
**5651 W Pico Blvd. #102, Los Angeles 90019**  
**Thursday: June 7, 2018**  
**8:00 to 9:00 pm**

1. **Call To Order**
2. **“Ways of Working”** (Standards on which we agreed to hold ourselves & each other accountable)
  - NO CROSS TALK (*no interruptions or sidebar conversations while someone has the floor*)
  - Listen and respond respectfully to others' ideas/opinions - even if you disagree
  - It's OK to disagree (*just express it respectfully*)
  - Say what you mean, mean what you say (*be honest and forthcoming - no innuendo or code*)
  - Generosity of spirit (*conduct ourselves with good intentions and assume good intentions in others*)
  - Separate the message from the messenger (*don't make it personal*)
  - Exhibit appreciation, interest, and empathy for different backgrounds and perspectives
  - “Own” your mistakes / forgive others' mistakes / demonstrate effort to fix mistakes
  - Be informed (*ask for clarification or info; don't be offended or rude if others ask you for it*)
  - Be active listeners (*paraphrase to show – or ask whether – you understand someone correctly*)
  - *Each Board member shall be limited to 1 comment of up to 2 mins per agenda item.*
3. **Public Comment (2 minutes per speaker)**
4. **Government Speakers (3 minutes each)**
5. **Spring Carnival – Event Recap (discussion / possible action)**  
Special thanks to Agnes Copeland and Hydee Feldstein for their extraordinary efforts!
6. **Approval of PICO NC Bylaw Revisions (discussion / possible action)**  
Please review redline draft prior to meeting
7. **2018-2019 Fiscal Year Administrative Packet (discussion / possible action)**  
Due July 30, 2018 **See Attachment**
8. **Finalizing 2017-2018 Inventory – Board Motion Required (discussion / possible action)**  
Due July 15, 2018 **See Attachment**
9. **Open Board Seats / Committee Confirmation: (discussion / possible action)**
  - a. **PICO NC Board Vice President / Secretary**
  - b. **Community Interest**
  - c. **At Large (1)**
  - d. **Youth Rep**
  - e. **Education**
  - f. **New Land Use Committee Members**
  - g. **Civilian Police Advisory Board Liaison**
10. **Committee Updates/Reports (discussion / possible action)**

- a. **Bylaws**
- b. **Communication**
- c. **Education**
- d. **Land Use**
- e. **Ad Hoc Committee on development, planning, zoning, building & safety affecting our neighborhood**
- f. **Outreach**
- g. **Animal Services Liaison (April Barnett)**
- h. **FilmLA Liaison (April Barnett)**
- i. **Marijuana (Cannabis) Regulatory Framework Liaison (Sharon Christie)**
- j. **Purposeful Aging Liaison (Reed McLurkin)**
- k. **Bureau Of Street Services Liaison (Brad S. Kane)**

**11. Budget Advocates' Requested Motion (Discussion / possible action)**

Proposed motion: The \_\_\_\_\_ Neighborhood Council hereby supports the work of the Neighborhood Council Budget Advocates and their 2018 White Paper and approve the filing of a Community Impact Statement for Council file 18-0600,

**12. May 9, 2018 and May 16, 2018 Draft Board Minutes (discussion / possible action) (Attachments)**  
(Please submit proposed revisions in writing prior to meeting)

**13. Land Use Pending Cases/Issues (discussion/possible action):**

- a. **Paper or Plastik Café – Permanent Renewal of Conditional Use Permit**  
Previously approved by Board with 5 year expiration date – Now wants permanent renewal to avoid \$20,000 expense of renewal application. Applicant to explain differences in enforcement under permanent versus 5 year CUP.
- b. **Harry's Auto Collision Parking Structure 1023 & 1027 S. Redondo Blvd.**  
Plan Approval application ZA-2000-454-ZV-YV-PA2. The Applicant is requesting permission to modify three (3) existing conditions under Conditional Use Permit ZA-2000-0454-ZV-W-PA1 relating to the existing parking structure building at 1023 and 1027 South Redondo Boulevard **(Attachments)**
- c. **See Land Use Attachment For Other Pending Cases/Issues (Attachments)**

**14. Potential Community Impact Statement (discussion / possible action)**

- a. **Community Impact Statement (related to Council File 17-0002-S110) supporting Councilmember Koretz' motion to oppose any extension of the cutoff for alcohol sales to 4 a.m. SB 384 (proposed by Senator Weiner).**  
A state bill now under consideration, SB 384, originally would have extended the current cutoff time for alcohol sales in California bars, restaurants, and nightclubs to 4:00 a.m. The bill was recently amended to direct a study of the safety and other concerns raised by the bill.  
Los Angeles City Councilmember Paul Koretz has made a motion (see Council File 17-0002-S110) that the City Council oppose SB 384 for the public health and safety reasons outlined in a report by the city's chief legislative analyst. The concept of bars and restaurants selling alcohol until 4:00 a.m. raises broad-based public health and safety concerns, the negative impacts on our area (given bars and restaurants on Pico, La Brea, La Cienega, Fairfax, Olympic and San Vicente) could be substantial.
- b. **Standing Together Against Neighborhood Drilling Coalition (STAND)** is seeking to establish a 2500 foot buffer zone between oil production and sensitive uses (like homes). They would like to put on 10 minutes presentation

**15. Proof of Ethics and Finance Training And Completion of Code of Conduct For Each Board And Committee Member (Discussion / possible action)**

**16. Use of Pico Kiosks (Discussion/possible action)**

**17. Announcements**

- a. The Community Police Advisory Board is looking for community members to attend their monthly C-PAB meetings held every 3rd Thursday of the month and ultimately become participating members. The next C-PAB meeting is Thursday, June 21, 2018 at 7pm at the Wilshire Station on Venice Blvd.
- b. Los Angeles Census 2020 Initiative To Prevent Undercount Due to homeless, undocumented residents, language barriers, barriers to access for online forms <https://www.lamayor.org/mayor-garcetti-leads-us-mayors%E2%80%99-call-accurate-2020-census>
- c. PICO NC needs to perform its 2016-2017 Self Assessment
- d. Want to have the PICO NC Agendas emailed to you automatically? Subscribe at: <https://www.lacity.org/yourgovernment/council-votes/subscribe-meetingagendas/neighborhood-councils>

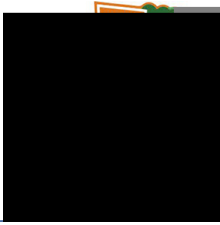
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EMAIL: [info@piconc.com](mailto:info@piconc.com)



**EXECUTIVE COMMITTEE MEETING AGENDA**

**5651 W Pico Blvd. #102, Los Angeles 90019**

**Thursday: June 7, 2018**

**8:00 to 9:00 pm**

PRESIDENT  
Brad Kane

COMMUNICATIONS DIRECTOR  
Rich Mannino

TREASURER

James Copeland

OUTREACH CHAIR

Vacant

LAND USE CO-CHAIRS  
David Dahlke  
Hydee Feldstein

EDUCATION CHAIR  
Sylvester Robertson

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**Subject:** PRA - CASE #22157  
**From:** Mario Hernandez <mario.hernandez@lacity.org>  
**To:** ELA PRA <ela.pra@lacity.org>  
**Date Sent:** Tuesday, July 3, 2018 4:37:41 PM GMT-07:00  
**Date Received:** Tuesday, July 3, 2018 4:38:24 PM GMT-07:00

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Thank you.

Mario Hernandez  
Neighborhood Council Advocate

**Department of Neighborhood Empowerment**  
200 N. Spring Street, Suite 2005  
Los Angeles, CA 90012  
Office | (213) 473-7472 Fax | (213) 978-1751  
Email | [Mario.Hernandez@LACity.org](mailto:Mario.Hernandez@LACity.org) Web | [www.EmpowerLA.org](http://www.EmpowerLA.org)



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EMPOWER LA™**  
Department of  
NEIGHBORHOOD EMPOWERMENT



*Empower Yourself. Empower Your Community. Empower LA.*



**EMPOWERLA LEADERSHIP ACADEMY**

## Forwarded conversation

**Subject: PICO NC Executive Committee Meeting Agenda For June 6, 2018 at 8 p.m.**

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From: **Brad Kane** <[REDACTED]>  
Date: Sun, Jun 3, 2018 at 2:25 PM  
To: Reed McLurkin <[senior@piconc.com](mailto:senior@piconc.com)>, Sylvester Robertson <[picfairvillage@piconc.com](mailto:picfairvillage@piconc.com)>, Joseph Gauthier <[carthaysquare@piconc.com](mailto:carthaysquare@piconc.com)>, Chelsea Willett <[atlarge1@piconc.com](mailto:atlarge1@piconc.com)>, Ron Geiger <[wilshirehighlands@piconc.com](mailto:wilshirehighlands@piconc.com)>, "Alma Stent" <[REDACTED]>, "Agnes Copeland" <[REDACTED]>, Rich Mannino <[wilshirevista@piconc.com](mailto:wilshirevista@piconc.com)>, Brad Kane <[president@piconc.com](mailto:president@piconc.com)>, Yvonne Smith <[neighborsunited@piconc.com](mailto:neighborsunited@piconc.com)>, Daniel Sosa <[nonprofit@piconc.com](mailto:nonprofit@piconc.com)>, Sharon Christie <[southcarthay@piconc.com](mailto:southcarthay@piconc.com)>, "education2@piconc.com" <[education2@piconc.com](mailto:education2@piconc.com)>, "Marilouse Morgan" <[REDACTED]>, "Michael Johnson" <[REDACTED]>, "business1@piconc.com" <[business1@piconc.com](mailto:business1@piconc.com)>, "Chelsea Willett" <[REDACTED]>, "education1@piconc.com" <[education1@piconc.com](mailto:education1@piconc.com)>, Daniel Sosa <[REDACTED]>, "employee@piconc.com" <[employee@piconc.com](mailto:employee@piconc.com)>, "Walter Dominguez" <[REDACTED]>, "redondosycamore@piconc.com" <[redondosycamore@piconc.com](mailto:redondosycamore@piconc.com)>, "Elizabeth.carlin@lacity.org" <[Elizabeth.carlin@lacity.org](mailto:Elizabeth.carlin@lacity.org)>, "ncsupport@lacity.org" <[ncsupport@lacity.org](mailto:ncsupport@lacity.org)>, David Dahlke <[REDACTED]>, Robert Oliver <[robert.oliver@lacity.org](mailto:robert.oliver@lacity.org)>, "Kaufler, Melissa" <[Melissa.Kaufler@asm.ca.gov](mailto:Melissa.Kaufler@asm.ca.gov)>, "[REDACTED]" <[REDACTED]>

<[REDACTED] " [REDACTED] < [REDACTED]  
[REDACTED] ucla.edu" < [REDACTED] ucla.edu>," [REDACTED]  
< [REDACTED] Mario  
Hernandez <mario.hernandez@lacity.org>," [REDACTED]  
< [REDACTED]

Dear Fellow Board Members and Interested Parties,

Congratulations to everyone who participated in the PICO NC's AMAZING 2018 Spring Fling Event with a special shout out to Agnes Copeland and Hyde Feldstein!

Attached please find the Executive Committee Meeting Agenda for Wednesday, June 6, 2018 at 8 p.m.

Best,

Brad

Brad S. Kane

President



[www.piconc.com](http://www.piconc.com)

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From: **NC Support** <[ncsupport@lacity.org](mailto:ncsupport@lacity.org)>

Date: Mon, Jun 4, 2018 at 10:43 AM

To: Brad Kane <[REDACTED]>

Cc: Reed McLurkin <[senior@piconc.com](mailto:senior@piconc.com)>, Sylvester Robertson <[picfairvillage@piconc.com](mailto:picfairvillage@piconc.com)>, Joseph Gauthier <[carthaysquare@piconc.com](mailto:carthaysquare@piconc.com)>, Chelsea Willett <[atlarge1@piconc.com](mailto:atlarge1@piconc.com)>, Ron Geiger <[wilshirehighlands@piconc.com](mailto:wilshirehighlands@piconc.com)>, "Alma Stent" <[REDACTED]>, "Agnes Copeland" <[REDACTED]>, Rich Mannino <[wilshirevista@piconc.com](mailto:wilshirevista@piconc.com)>, Brad Kane <[president@piconc.com](mailto:president@piconc.com)>, Yvonne Smith <[neighborsunited@piconc.com](mailto:neighborsunited@piconc.com)>, Daniel Sosa <[nonprofit@piconc.com](mailto:nonprofit@piconc.com)>, Sharon Christie <[southcarthay@piconc.com](mailto:southcarthay@piconc.com)>, "education2@piconc.com" <[education2@piconc.com](mailto:education2@piconc.com)>, "Marilouse Morgan" <[REDACTED]>, "Michael Johnson" <[REDACTED]>, "[business1@piconc.com](mailto:business1@piconc.com)" <[business1@piconc.com](mailto:business1@piconc.com)>," [REDACTED]  
< [REDACTED] Chelsea





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---

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**5651 W Pico Blvd. #102, Los Angeles 90019**  
**Wednesday: May 2, 2018**  
**8:00 to 9:00 pm**

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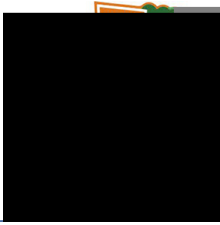
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  - c. **At Large (1)**
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  - e. **Education**
  - f. **New Land Use Committee Members**
  - g. **Civilian Police Advisory Board Liaison**
10. **Committee Updates/Reports (discussion / possible action)**
  - a. **Bylaws**
  - b. **Communication**
  - c. **Education**

- d. **Land Use**
- e. **Ad Hoc Committee on development, planning, zoning, building & safety affecting our neighborhood**
- f. **Outreach**
- g. **Animal Services Liaison (April Barnett)**
- h. **FilmLA Liaison (April Barnett)**
- i. **Marijuana (Cannabis) Regulatory Framework Liaison (Sharon Christie)**
- j. **Purposeful Aging Liaison (Reed McLurkin)**
- k. **Bureau Of Street Services Liaison (Brad S. Kane)**

**11. Budget Advocates' Requested Motion (Discussion / possible action)**

Proposed motion: The \_\_\_\_\_ Neighborhood Council hereby supports the work of the Neighborhood Council Budget Advocates and their 2018 White Paper and approve the filing of a Community Impact Statement for Council file 18-0600,

**12. May 9, 2018 and May 16, 2018 Draft Board Minutes (discussion / possible action) (Attachments)**  
(Please submit proposed revisions in writing prior to meeting)

**13. Land Use Pending Cases/Issues (discussion/possible action):**

- a. **Paper or Plastik Café - Permanent Renewal of Conditional Use Permit**  
Previously approved by Board with 5 year expiration date - Now wants permanent renewal to avoid \$20,000 expense of renewal application. Applicant to explain differences in enforcement under permanent versus 5 year CUP.
- b. **Harry's Auto Collision Parking Structure 1023 & 1027 S. Redondo Blvd.**  
Plan Approval application ZA-2000-454-ZV-YV-PA2. The Applicant is requesting permission to modify three [3] existing conditions under Conditional Use Permit ZA-2000-0454-ZV-W-PA1 relating to the existing parking structure building at 1023 and 1027 South Redondo Boulevard **(Attachments)**
- c. **See Land Use Attachment For Other Pending Cases/Issues (Attachments)**

**14. Potential Community Impact Statement (discussion / possible action)**

- a. **Community Impact Statement (related to Council File 17-0002-S110) supporting Councilmember Koretz' motion to oppose any extension of the cutoff for alcohol sales to 4 a.m. SB 384 (proposed by Senator Weiner).**  
A state bill now under consideration, SB 384, originally would have extended the current cutoff time for alcohol sales in California bars, restaurants, and nightclubs to 4:00 am. The bill was recently amended to direct a study of the safety and other concerns raised by the bill.  
Los Angeles City Councilmember Paul Koretz has made a motion (see Council File 17-0002-S110) that the City Council oppose SB 384 for the public health and safety reasons outlined in a report by the city's chief legislative analyst. The concept of bars and restaurants selling alcohol until 4:00 a.m. raises broad-based public health and safety concerns, the negative impacts on our area (given bars and restaurants on Pico, La Brea, La Cienega, Fairfax, Olympic and San Vicente) could be substantial.

- b. **Standing Together Against Neighborhood Drilling Coalition (STAND)** is seeking to establish a 2500 foot buffer zone between oil production and sensitive uses (like homes). They would like to put on 10 minutes presentation

**15. Proof of Ethics and Finance Training And Completion of Code of Conduct For Each Board And Committee Member (Discussion / possible action)**

**16. Use of Pico Kiosks (Discussion/possible action)**

**17. Announcements**

- a. **The Community Police Advisory Board is looking for community members to attend their monthly C-PAB meetings held every 3rd Thursday of the month and ultimately become participating members. The next C-PAB meeting is Thursday, June 21, 2018 at 7pm at the Wilshire Station on Venice Blvd.**



- b Los Angeles Census 2020 Initiative To Prevent Undercount Due to homeless, undocumented residents, language barriers, barriers to access for online forms  
<https://www.lamayor.org/mayor-garcetti-leads-us-mayors%E2%80%99-call-accurate-2020-census>
- c PICO NC needs to perform its 2016-2017 Self Assessment
- d Want to have the PICO NC Agendas emailed to you automatically? Subscribe at:  
<https://www.lacity.org/yourgovernment/council-votes/subscribe-meetingagendas/neighborhood-councils>

## 18. Adjournment

*Comments from the public on other matters, not appearing on the agenda but within the Board's subject matter jurisdiction, will be heard during the Public Comment period. Public comment is limited to 2 minutes per speaker, unless waived by the presiding officer of the Board or committee chair.*

*As covered under Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and, upon request, will provide reasonable accommodation to ensure equal access to its programs, services and activities. Sign language interpreters, assisted listening devices, or other auxiliary aids and/or services may be provided upon request. To ensure availability of services, please make your request 3 (72 hours) business days prior to the P.I.C.O. Neighborhood Council meeting you wish to attend by contacting administrator at (213) 932-9182.*

*Si requiere servicios de traduccion, favor de notificar a la oficina 3 días de trabajo (72 horas) antes del evento. Si necesita asistencia con esta notificacion, por favor llame a nuestra oficina al (213) 978-1551.*

*In compliance with Government Code section 54957.5, non-exempt writings that are distributed to a majority or all of the board in advance of a meeting may be viewed at 5651 Pico Blvd, Ste # 102, Los Angeles, CA 90019: [www.piconc.com](http://www.piconc.com); or at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda please contact administrator at (323) 932- 9182. The agenda is posted for public review at: 1) P.I.C.O. Neighborhood Council Office (5651 W. Pico Blvd, Ste #102., Los Angeles, CA 90019); 2) P.I.C.O. Neighborhood Council Website: [www.piconc.com](http://www.piconc.com). For information on the Process for Reconsideration, P.I.C.O. Neighborhood Council Stakeholder Grievance policy or any other procedural matter related to this Council, please consult the P.I.C.O. Neighborhood Council Bylaws by clicking on [www.piconc.com](http://www.piconc.com) or visiting the P.I.C.O. Neighborhood Council office at 5651 Pico Blvd, Ste #102, Los Angeles, CA 90019.*

**Subject:** PRA - CASE #22157  
**From:** Mario Hernandez <mario.hernandez@lacity.org>  
**To:** ELA PRA <ela.pra@lacity.org>  
**Date Sent:** Tuesday, July 3, 2018 4:37:25 PM GMT-07:00  
**Date Received:** Tuesday, July 3, 2018 4:38:07 PM GMT-07:00

---

Thank you.

Mario Hernandez  
Neighborhood Council Advocate

**Department of Neighborhood Empowerment**  
200 N. Spring Street, Suite 2005  
Los Angeles, CA 90012  
Office | (213) 473-7472 Fax | (213) 978-1751  
Email | [Mario.Hernandez@LACity.org](mailto:Mario.Hernandez@LACity.org) Web | [www.EmpowerLA.org](http://www.EmpowerLA.org)



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Department of  
NEIGHBORHOOD EMPOWERMENT



*Empower Yourself. Empower Your Community. Empower LA.*



**EMPOWERLA LEADERSHIP ACADEMY**

## Forwarded conversation

**Subject: FW: Bike Lanes painted on WW Blvd**

-----

**From:** Chapman, Lisa <[REDACTED]@[REDACTED].ucla.edu>  
**Date:** Thu, May 17, 2018 at 4:53 PM  
**To:** "Commission@Empowerla.org" <[Commission@empowerla.org](mailto:Commission@empowerla.org)>

---

**From:** Jim Brooks <[REDACTED]>  
**Sent:** Thursday, May 17, 2018 4:52 PM  
**To:** Jasmine Shamolian <[jasmine.shamolian@lacity.org](mailto:jasmine.shamolian@lacity.org)>; Chapman, Lisa <[REDACTED]@[REDACTED].ucla.edu>  
**Cc:** [faisal.alserri@lacity.org](mailto:faisal.alserri@lacity.org); [paul.koretz@lacity.org](mailto:paul.koretz@lacity.org); [westwoodnc@googlegroups.com](mailto:westwoodnc@googlegroups.com); Gibson Nyambura <[gibson.nyambura@lacity.org](mailto:gibson.nyambura@lacity.org)>; Grayce Liu <[grayce.liu@lacity.org](mailto:grayce.liu@lacity.org)>; Terry Tegnazian <[REDACTED]> Andrew Thomas ([Andrew@thewestwoodvillage.com](mailto:Andrew@thewestwoodvillage.com)) <[Andrew@thewestwoodvillage.com](mailto:Andrew@thewestwoodvillage.com)>; [niki@thewestwoodvillage.com](mailto:niki@thewestwoodvillage.com); Beck, Michael <[REDACTED]@[REDACTED].ucla.edu>; [REDACTED]  
**Subject:** RE: Bike Lanes painted on WW Blvd

Incredible abuse

**James R. Brooks**

Topa Management Company

(P) [REDACTED] 1 (C) [REDACTED]

**From:** Jasmine Shamolian [<mailto:jasmine.shamolian@lacity.org>]

**Sent:** Thursday, May 17, 2018 4:04 PM

**To:** Chapman, Lisa <[REDACTED]@[REDACTED].ucla.edu>

**Cc:** [faisal.alserri@lacity.org](mailto:faisal.alserri@lacity.org); [paul.koretz@lacity.org](mailto:paul.koretz@lacity.org); [westwoodnc@googlegroups.com](mailto:westwoodnc@googlegroups.com); Gibson Nyambura <[gibson.nyambura@lacity.org](mailto:gibson.nyambura@lacity.org)>; Grayce Liu <[grayce.liu@lacity.org](mailto:grayce.liu@lacity.org)>; Terry Tegnazian <[REDACTED]>; Jim Brooks <[REDACTED]>; Andrew Thomas ([Andrew@thewestwoodvillage.com](mailto:Andrew@thewestwoodvillage.com)) <[Andrew@thewestwoodvillage.com](mailto:Andrew@thewestwoodvillage.com)>; [niki@thewestwoodvillage.com](mailto:niki@thewestwoodvillage.com); Beck, Michael <[REDACTED].ucla.edu>; [REDACTED]

**Subject:** Re: Bike Lanes painted on WW Blvd

Hi Lisa,

Thank you for your email.

I have brought this to the attention of the Bureau of Street Services and LADOT for immediate removal.

Best,

Jasmine

On Thu, May 17, 2018 at 3:19 PM, Chapman, Lisa <[REDACTED]@[REDACTED].ucla.edu> wrote:

Hi Jasmine and Faisal,

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Here are some pics.

I am going to report this to the police and we need to have someone arrange to get rid of this. I will let 311 know.

I would like any possibility of cameras on any of these buildings to be shown to law enforcement, so that we can discover who may have done this.

Welcome to grass roots politics and elections in Westwood.

This is ridiculous, illegal, childish, and unsurprising.

Thanks,

Lisa

---

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**Jasmine Shamolian, MSW**  
Field Deputy  
Councilmember Paul Koretz  
[6380 Wilshire Blvd., Suite 800](#)  
Los Angeles, CA 90048  
W: [\(323\) 866-1828](#) | F: [\(323\) 852-1129](#)  
Email: [Jasmine.shamolian@lacity.org](mailto:Jasmine.shamolian@lacity.org)



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**Sent:** Thursday, May 17, 2018 3:19 PM  
**To:** '[jasmine.shamolian@lacity.org](mailto:jasmine.shamolian@lacity.org)' <[jasmine.shamolian@lacity.org](mailto:jasmine.shamolian@lacity.org)>; '[faisal.alserri@lacity.org](mailto:faisal.alserri@lacity.org)' <[faisal.alserri@lacity.org](mailto:faisal.alserri@lacity.org)>  
**Cc:** '[paul.koretz@lacity.org](mailto:paul.koretz@lacity.org)' <[paul.koretz@lacity.org](mailto:paul.koretz@lacity.org)>; '[westwoodnc@googlegroups.com](mailto:westwoodnc@googlegroups.com)' <[westwoodnc@googlegroups.com](mailto:westwoodnc@googlegroups.com)>; '[westwoodnc@googlegroups.com](mailto:westwoodnc@googlegroups.com)' <[westwoodnc@googlegroups.com](mailto:westwoodnc@googlegroups.com)>; 'Gibson Nyambura' <[gibson.nyambura@lacity.org](mailto:gibson.nyambura@lacity.org)>; 'Grayce Liu' <[grayce.liu@lacity.org](mailto:grayce.liu@lacity.org)>; 'Terry Tegnazian' <[REDACTED]> 'James R. Brooks' <[REDACTED]> Andrew Thomas ([Andrew@thewestwoodvillage.com](mailto:Andrew@thewestwoodvillage.com)) <[Andrew@thewestwoodvillage.com](mailto:Andrew@thewestwoodvillage.com)>; '[niki@thewestwoodvillage.com](mailto:niki@thewestwoodvillage.com)' <[niki@thewestwoodvillage.com](mailto:niki@thewestwoodvillage.com)>; 'Beck, Michael' <[REDACTED].ucla.edu>; [REDACTED]  
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-----  
From: **Mario Hernandez** <[mario.hernandez@lacity.org](mailto:mario.hernandez@lacity.org)>  
Date: Thu, May 17, 2018 at 5:03 PM  
To: John Darnell <[john.darnell@lacity.org](mailto:john.darnell@lacity.org)>

Thank you.

Mario Hernandez  
Neighborhood Council Advocate

**Department of Neighborhood Empowerment**  
200 N. Spring Street, Suite 2005  
Los Angeles, CA 90012  
Office | [\(213\) 473-7472](tel:(213)473-7472) Fax | [\(213\) 978-1751](tel:(213)978-1751)  
Email | [Mario.Hernandez@LACity.org](mailto:Mario.Hernandez@LACity.org) Web | [www.EmpowerLA.org](http://www.EmpowerLA.org)



**Forwarded conversation**  
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**Cc:** [faisal.alserri@lacity.org](mailto:faisal.alserri@lacity.org); [paul.koretz@lacity.org](mailto:paul.koretz@lacity.org); [westwoodnc@googlegroups.com](mailto:westwoodnc@googlegroups.com); Gibson Nyambura <[gibson.nyambura@lacity.org](mailto:gibson.nyambura@lacity.org)>; Grayce Liu <[grayce.liu@lacity.org](mailto:grayce.liu@lacity.org)>; Terry Tegnazian <[REDACTED]> Andrew Thomas ([Andrew@thewestwoodvillage.com](mailto:Andrew@thewestwoodvillage.com)) <[Andrew@thewestwoodvillage.com](mailto:Andrew@thewestwoodvillage.com)>; [niki@thewestwoodvillage.com](mailto:niki@thewestwoodvillage.com); Beck, Michael <[REDACTED]@[REDACTED].ucla.edu>; [REDACTED]  
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Topa Management Company

(P) 310.203.0689 l (C) 310.720.1445

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**Cc:** [faisal.alserri@lacity.org](mailto:faisal.alserri@lacity.org); [paul.koretz@lacity.org](mailto:paul.koretz@lacity.org); [westwoodnc@googlegroups.com](mailto:westwoodnc@googlegroups.com); Gibson Nyambura <[gibson.nyambura@lacity.org](mailto:gibson.nyambura@lacity.org)>; Grayce Liu <[grayce.liu@lacity.org](mailto:grayce.liu@lacity.org)>; Terry Tegnazian <[REDACTED]> Jim Brooks <[REDACTED]> Andrew Thomas ([Andrew@thewestwoodvillage.com](mailto:Andrew@thewestwoodvillage.com)) <[Andrew@thewestwoodvillage.com](mailto:Andrew@thewestwoodvillage.com)>; [niki@thewestwoodvillage.com](mailto:niki@thewestwoodvillage.com); Beck, Michael <[REDACTED]@[REDACTED].ucla.edu>; [REDACTED]  
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Date: Thu, May 17, 2018 at 4:54 PM  
To: "Commission@Empowerla.org" <[Commission@empowerla.org](mailto:Commission@empowerla.org)>







**Subject:** PRA - CASE #22157  
**From:** Mario Hernandez <mario.hernandez@lacity.org>  
**To:** ELA PRA <ela.pra@lacity.org>  
**Date Sent:** Tuesday, July 3, 2018 4:37:09 PM GMT-07:00  
**Date Received:** Tuesday, July 3, 2018 4:37:51 PM GMT-07:00

---

Thank you.

Mario Hernandez  
Neighborhood Council Advocate

**Department of Neighborhood Empowerment**  
200 N. Spring Street, Suite 2005  
Los Angeles, CA 90012  
Office | [\(213\) 473-7472](tel:(213)473-7472) Fax | [\(213\) 978-1751](tel:(213)978-1751)  
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Department of  
NEIGHBORHOOD EMPOWERMENT



*Empower Yourself. Empower Your Community. Empower LA.*



**EMPOWERLA LEADERSHIP ACADEMY**

## Forwarded conversation

**Subject: FW: Westwood Forward already taking credit....**

-----

From: **Chapman, Lisa** <[REDACTED]@[REDACTED].ucla.edu>  
Date: Thu, May 17, 2018 at 4:54 PM  
To: "Commission@Empowerla.org" <[Commission@empowerla.org](mailto:Commission@empowerla.org)>

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**From:** Chapman, Lisa  
**Sent:** Thursday, May 17, 2018 4:49 PM  
**To:** 'Grayce Liu' <[grayce.liu@lacity.org](mailto:grayce.liu@lacity.org)>; 'Mike Fong' <[mike.fong@lacity.org](mailto:mike.fong@lacity.org)>; 'Gibson Nyambura' <[gibson.nyambura@lacity.org](mailto:gibson.nyambura@lacity.org)>  
**Cc:** 'jasmine.shamolian@lacity.org' <[jasmine.shamolian@lacity.org](mailto:jasmine.shamolian@lacity.org)>; 'paul.koretz@lacity.org' <[paul.koretz@lacity.org](mailto:paul.koretz@lacity.org)>  
**Subject:** FW: Westwood Forward already taking credit....

Thought you might like to see Westwood Forward's response to the vandalism of today. So glad you all are backing this mature group of students.





## Tweet



**Juan Matute** @Juan\_Mat... · 7h 

Thank you @PaulKoretzCD5 ,  
@WW\_NC, @WestwoodVillage,  
and @LADOTofficial, and  
@BSSLosAngeles for the new  
bike Lanes on Westwood Blvd  
between Lindbrook and Le  
Conte!



**Westwood Forward**  
@WestwoodForward



Tweet your reply



AT&T LTE

4:32 PM

20%



## Tweet



**Westwood Forward**

@WestwoodForward



Replying to [@Juan\\_Matute](#)  
[@PaulKoretzCD5](#) and 4 others

Remember to vote on May 22nd  
so we can make this bike lane  
permanent :)

5/17/18, 12:11 PM

2 Retweets 7 Likes



Tweet your reply



**STEVEN SANN**

Chair

Westwood Community Council

[10940 Wilshire Boulevard, Suite 1400 | Los Angeles, CA 90024](#)

t: 213.448.8147 (direct) | e: [REDACTED]

Sent from my iPhone

---

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From: **Mario Hernandez** <[mario.hernandez@lacity.org](mailto:mario.hernandez@lacity.org)>

Date: Thu, May 17, 2018 at 5:03 PM

To: John Darnell <[john.darnell@lacity.org](mailto:john.darnell@lacity.org)>

Thank you.

Mario Hernandez  
Neighborhood Council Advocate

**Department of Neighborhood Empowerment**

200 N. Spring Street, Suite 2005

Los Angeles, CA 90012

Office | [\(213\) 473-7472](tel:(213)473-7472) Fax | [\(213\) 978-1751](tel:(213)978-1751)

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Department of  
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**EMPOWERLA LEADERSHIP ACADEMY**

----- Forwarded message -----

From: **Chapman, Lisa** <[REDACTED]@[REDACTED].ucla.edu>

Date: Thu, May 17, 2018 at 4:54 PM

Subject: FW: Westwood Forward already taking credit....



**Subject:** PRA - CASE #22157  
**From:** Mario Hernandez <mario.hernandez@lacity.org>  
**To:** ELA PRA <ela.pra@lacity.org>  
**Date Sent:** Tuesday, July 3, 2018 4:36:50 PM GMT-07:00  
**Date Received:** Tuesday, July 3, 2018 4:37:31 PM GMT-07:00

---

Thank you.

Mario Hernandez  
Neighborhood Council Advocate

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Email | [Mario.Hernandez@LACity.org](mailto:Mario.Hernandez@LACity.org) Web | [www.EmpowerLA.org](http://www.EmpowerLA.org)



### Forwarded conversation

Subject: **Good to see you**

-----

From: **Perez, Marco** <[REDACTED]@support.ucla.edu>  
Date: Wed, May 16, 2018 at 1:43 PM  
To: "[mario.hernandez@lacity.org](mailto:mario.hernandez@lacity.org)" <[mario.hernandez@lacity.org](mailto:mario.hernandez@lacity.org)>

Hi, Mario,

It was great seeing you at last night's event. I hope the rest of your evening went well.

Please feel free to reach out if I can be of any assistance. I look forward to staying in contact.

Regards,

Marco Pérez

Community & Local Government Relations

UCLA External Affairs

(310) 794-6830 Office

[www.advocacy.ucla.edu](http://www.advocacy.ucla.edu)



-----  
From: **Mario Hernandez** <[mario.hernandez@lacity.org](mailto:mario.hernandez@lacity.org)>

Date: Wed, May 16, 2018 at 2:04 PM

To: "Perez, Marco" <[REDACTED]@support.ucla.edu>

Hi Marco,

Definitely great catching up. Perhaps we can schedule some to continue the catch up.

Thank you.

Mario Hernandez  
Neighborhood Council Advocate

**Department of Neighborhood Empowerment**

200 N. Spring Street, Suite 2005

Los Angeles, CA 90012

Office | [\(213\) 473-7472](tel:(213)473-7472) Fax | [\(213\) 978-1751](tel:(213)978-1751)

Email | [Mario.Hernandez@LACity.org](mailto:Mario.Hernandez@LACity.org) Web | [www.EmpowerLA.org](http://www.EmpowerLA.org)



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EMPOWER LA™**  
Department of  
**NEIGHBORHOOD EMPOWERMENT**



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**EMPOWERLA LEADERSHIP ACADEMY**

-----  
From: **Perez, Marco** <[REDACTED]@support.ucla.edu>

Date: Wed, May 16, 2018 at 2:46 PM

To: Mario Hernandez <[mario.hernandez@lacity.org](mailto:mario.hernandez@lacity.org)>

Hi, Mario,

Sounds good. Let's stay in touch.

Marco

**From:** Mario Hernandez [mailto:[mario.hernandez@lacity.org](mailto:mario.hernandez@lacity.org)]

**Sent:** Wednesday, May 16, 2018 2:05 PM

**To:** Perez, Marco

**Subject:** Re: Good to see you

<[mario.hernandez@lacity.org](mailto:mario.hernandez@lacity.org)>

RESENDING

**From:** Brad Kane <[president@piconc.com](mailto:president@piconc.com)>

**Sent:** Sunday, May 06, 2018 6:19 PM

**To:** 'Reed McLurkin' <[senior@piconc.com](mailto:senior@piconc.com)>; 'Sylvester Robertson' <[picfairvillage@piconc.com](mailto:picfairvillage@piconc.com)>; 'Joseph Gauthier' <[carthaysquare@piconc.com](mailto:carthaysquare@piconc.com)>; 'Chelsea Willett' <[atlarge1@piconc.com](mailto:atlarge1@piconc.com)>; 'Ron Geiger' <[wilshirehighlands@piconc.com](mailto:wilshirehighlands@piconc.com)>; Alma Stent ([REDACTED])  
<[REDACTED]> Agnes Copeland ([REDACTED]) <[REDACTED]> 'Rich Mannino' <[wilshirevista@piconc.com](mailto:wilshirevista@piconc.com)>; 'Yvonne Smith' <[neighborsunited@piconc.com](mailto:neighborsunited@piconc.com)>; 'Daniel Sosa' <[nonprofit@piconc.com](mailto:nonprofit@piconc.com)>; 'Sharon Christie' <[southcarthay@piconc.com](mailto:southcarthay@piconc.com)>; 'education2@piconc.com' <[education2@piconc.com](mailto:education2@piconc.com)>; Marilouse Morgan ([REDACTED])  
<[REDACTED]> 'Michael Johnson' <[business1@piconc.com](mailto:business1@piconc.com)> <[business1@piconc.com](mailto:business1@piconc.com)>; [REDACTED] 'Chelsea Willett' <[REDACTED]> <[REDACTED]> <[REDACTED]> 'education1@piconc.com' <[education1@piconc.com](mailto:education1@piconc.com)>; 'Daniel Sosa' <[REDACTED]> <[employee@piconc.com](mailto:employee@piconc.com)> <[employee@piconc.com](mailto:employee@piconc.com)>; Walter Dominguez ([REDACTED]) <[REDACTED]> <[redondosycamore@piconc.com](mailto:redondosycamore@piconc.com)> <[redondosycamore@piconc.com](mailto:redondosycamore@piconc.com)>; 'Elizabeth.carlin@lacity.org' <[Elizabeth.carlin@lacity.org](mailto:Elizabeth.carlin@lacity.org)>; 'ncsupport@lacity.org' <[ncsupport@lacity.org](mailto:ncsupport@lacity.org)>; David Dahlke <[REDACTED]> Robert Oliver <[robert.oliver@lacity.org](mailto:robert.oliver@lacity.org)>; 'Kaufler, Melissa' <[Melissa.Kaufler@asm.ca.gov](mailto:Melissa.Kaufler@asm.ca.gov)>; [REDACTED] <[REDACTED]> <[ucla.edu](mailto:ucla.edu)> <[ucla.edu](mailto:ucla.edu)>; [REDACTED] <[REDACTED]> Mario Hernandez <[mario.hernandez@lacity.org](mailto:mario.hernandez@lacity.org)>

**Subject:** PICO NC - General Board Agenda and Attachments For Wednesday, May 9, 2018 at 7:00 p.m.

-----  
**From:** NC Support <[ncsupport@lacity.org](mailto:ncsupport@lacity.org)>

**Date:** Sun, May 6, 2018 at 10:09 PM

**To:** Brad Kane <[president@piconc.com](mailto:president@piconc.com)>

**Cc:** Reed McLurkin <[senior@piconc.com](mailto:senior@piconc.com)>, Sylvester Robertson <[picfairvillage@piconc.com](mailto:picfairvillage@piconc.com)>, Joseph Gauthier <[carthaysquare@piconc.com](mailto:carthaysquare@piconc.com)>, Chelsea Willett <[atlarge1@piconc.com](mailto:atlarge1@piconc.com)>, Ron Geiger <[wilshirehighlands@piconc.com](mailto:wilshirehighlands@piconc.com)>, Alma Stent <[REDACTED]> Agnes Copeland <[REDACTED]> Rich Mannino <[wilshirevista@piconc.com](mailto:wilshirevista@piconc.com)>, Yvonne Smith <[neighborsunited@piconc.com](mailto:neighborsunited@piconc.com)>, Daniel Sosa <[nonprofit@piconc.com](mailto:nonprofit@piconc.com)>, Sharon Christie <[southcarthay@piconc.com](mailto:southcarthay@piconc.com)>, [education2@piconc.com](mailto:education2@piconc.com), Marilouse Morgan <[REDACTED]> Sophia Reid <[REDACTED]> Michael Johnson <[REDACTED]> Laura Anderson <[business1@piconc.com](mailto:business1@piconc.com)>, [REDACTED] Chelsea Willett <[REDACTED]> Troy Pade <[REDACTED]> Hydee Feldstein <[education1@piconc.com](mailto:education1@piconc.com)>, Daniel Sosa <[REDACTED]> [employee@piconc.com](mailto:employee@piconc.com), Walter Dominguez <[REDACTED]> Amy Williams <[redondosycamore@piconc.com](mailto:redondosycamore@piconc.com)>, Liz Carlin <[Elizabeth.carlin@lacity.org](mailto:Elizabeth.carlin@lacity.org)>, David Dahlke <[REDACTED]> Robert Oliver <[robert.oliver@lacity.org](mailto:robert.oliver@lacity.org)>, "Kaufler, Melissa"

<[Melissa.Kaufler@asm.ca.gov](mailto:Melissa.Kaufler@asm.ca.gov)>, Mary Yurkonis <[REDACTED]> Sue Beidleman  
<[REDACTED]> "Considine, Traci"  
<[\[REDACTED\]@ucla.edu](mailto:[REDACTED]@ucla.edu)>, [REDACTED] Mario  
Hernandez <[mario.hernandez@lacity.org](mailto:mario.hernandez@lacity.org)>

Dear Neighborhood Council,

Thank you for your email. Your request has been posted to the ENS website.

--

*Best Regards,  
NC Support Team*

**Department of Neighborhood Empowerment**  
[200 N. Spring Street, Suite 2005](#)  
[Los Angeles, CA 90012](#)  
[Office | 213-978-1551](#) Fax | [213-978-1751](#)  
Email | [EmpowerLA@lacity.org](mailto:EmpowerLA@lacity.org) Web | [www.EmpowerLA.org](http://www.EmpowerLA.org)



**NEIGHBORHOOD COUNCILS**  
**EMPOWER LA™**  
Department of  
**NEIGHBORHOOD EMPOWERMENT**



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**EMPOWERLA LEADERSHIP ACADEMY**



Culver City #479  
13463 Washington Blvd  
Culver City, CA 90292  
(310) 754-2003

9N Member 835137371000

\*\*\*\*\*Bottom of Basket\*\*\*\*\*

\*\*\*\*\*BOB Count 0 \*\*\*\*\*

E 43475 COOKIES 6OCT 15.99

\*\*\*\*\*Bottom of Basket\*\*\*\*\*

\*\*\*\*\*BOB Count 0 \*\*\*\*\*

E 15567 SVENHARDS 30 13.49

E 615346 SELECT MX 28 11.49

E 615346 SELECT MX 28 11.49

E 1136340 ORG DIS APPL 4.79

E 1136340 ORG DIS APPL 4.79

E 1136340 ORG DIS APPL 4.79

E 18600 CLEMENTINES 6.49

E 18600 CLEMENTINES 6.49

2 @ 8.99

E 5772 BARTLETT 17.98

E 1152802 KIND MINIS 18.99

SUBTOTAL 116.78

TAX 0.00

\*\*\* TOTAL 116.78

CASH 120.00

CHANGE 3.22

TOTAL NUMBER OF ITEMS SOLD = 12

04/21/2018 09:48 479 16 25 150

OP#: 150 Name: ANA F

Thank You!

Please Come Again

Whse:479 Trn:16 Trn:25 OP:150

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STORE MGR GABE NEVAPEZ 323-939-9335  
THANK YOU FOR SHOPPING WITH US!

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FANTA 2.50 B  
CRV SFTDK 6 PK TAX 0.30 B

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DIET COCA-COLA 2.50 B

CRV SFTDK 6 PK TAX 0.30 B

Regular Price 3.99

Card Savings 1.49-

2 QTY SPRITE 5.00 B

CRV SFTDK 6 PK TAX 0.60 B

Regular Price 7.98

Card Savings 2.98-

NSTLE WATER PURE 3.49 S

CRV SFTDK 24PK NTX 1.20 S

Regular Price 4.99

Card Savings 1.50-

TAX 1.06

\*\*\* BALANCE 16.95

Cash 20.00

CHANGE 3.05

TOTAL NUMBER OF ITEMS SOLD = 10

04/26/18 18:08 2268 3 472 7599

\*\*\*\*\*

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C1 Member 835137371000  
E 910362 FRITOLAY 54C 12.99  
E 1136340 ORG DIS APPL 4.79  
E 5772 BARTLETT 8.99  
E 18600 CLEMENTINES 6.49  
SUBTOTAL 33.26  
TAX 0.00  
\*\*\*\* TOTAL 33.26  
CASH 40.00  
CHANGE 6.74

TOTAL NUMBER OF ITEMS SOLD = 4  
04/28/2018 12:10 479 16 143 56  
OP#: 56 Name: Karen P  
Thank You!  
Please Come Again  
Whse:479 Trn:16 Trn:143 OP:56



Store 2268 Dir Gabe Nevarez  
Main:(323) 939-9335  
1430 S. Fairfax Avenue  
LOS ANGELES CA 90019

REFRIG/FROZEN

PARTY ICE LRG 5.99 B  
TAX 0.57  
\*\*\*\* BALANCE 6.56  
Cash 7.00  
CHANGE 0.44  
TOTAL NUMBER OF ITEMS SOLD = 1  
04/28/18 12:11 2268 2 88 9992

\*\*\*\*\*

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Collect & Win through 5/08

\*\*\*\*\*

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# RICOH

# INVOICE

Ricoh USA, Inc Attn: Customer Administration  
70 Valley Stream Parkway, Malvern PA US 19355

Page 1 of 1

CITY OF LOS ANGELES  
ATTN: ACCOUNTS PAYABLE  
555 RAMIREZ ST SPC 312  
LOS ANGELES CA 90012-2591

Invoice Number	Invoice Date
1074057861	01/05/2018
Terms	Due Date
30 NET	02/04/2018
Customer Number	Purchase Order Number
13733282	
Federal ID	DUNS#
23-0334400	04-396-4519

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or visit our website [www.ricoh-usa.com](http://www.ricoh-usa.com) to order additional  
products, supplies, services or to submit meter reads

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Service Details	QTY / UOM / Unit Price	Amount	Sales Tax	Total
<b>Service Req#: 98384818</b> Requested by AGNES COPELAND Completion Date: 01/04/2018 RICOH MP5001SP Mfg / Config Serial # / V8006000875 Equip ID: 20439825  <b>Equipment Location:</b> CITY OF LOS ANGELES 5851 W PICO BLVD LOS ANGELES CA 90019-3874				
L24 / LABOR SEGMENT 2-4 B & W	1 Hr @ 173.00	173.00	0.00	173.00
E1 / MATERIALS & HANDLING CHARGE	1 DR @ 24.95	24.95	2.37	27.32
STSU / SLEEP TIMER SETTING UPDATE	1 DR @ 0.00	0.00	0.00	0.00
AF032090 / [XREF TO AF032085] PAPER FEED ROLLER :SE	2 EA @ 15.72	31.44	2.99	34.43
<b>Total</b>		<b>229.39</b>	<b>5.36</b>	<b>234.75</b>

**Amount Due 234.75**

CITY OF LOS ANGELES  
ATTN: ACCOUNTS PAYABLE  
555 RAMIREZ ST SPC 312  
LOS ANGELES CA 90012-2591

*Detach and Return This Portion With Your Payment or Pay Online at [www.ricoh-usa.com](http://www.ricoh-usa.com)  
To ensure proper credit to your account, please write your customer and invoice number on your check*

Make check payable and remit to:

Ricoh USA, Inc  
P.O. Box 31001-0850  
PASADENA CA 91110-0850

Customer No.	13733282
Invoice Number	1074057861

**Amount Due 234.75**

Thank you for choosing Ricoh USA, Inc

00 0010740578617 00137332821 00000234757 000000000 000000000



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Nestlé® Pure Life® Purified Bottled Water, 8 Oz., Case Of 24  
**Item # 595347**  
 BULK ITEM CONVENIENCE FEE WILL BE ADDED AT CHECKOUT

Free Delivery with subscription

#### Pickup or Delivery

Delivery  
 Estimated delivery 1-3 business days To 90019  
 Same Day Delivery  
 Not available to 90019  
 Store Pickup Not Available

Unit Price

Qty.

Subtotal

\$7.49 case

10

\$74.90



HP 305A (CF370AM)  
 Cyan/Magenta/Yellow Toner Cartridges, Pack Of 3  
**Item # 688052**

Delivery  
 Estimated delivery 3-5 business days To 90019  
 Same Day Delivery  
 Not available to 90019  
 Store Pickup Not Available

\$356.99 pack

1

\$356.99



HP 305X High-Yield Black Toner Cartridges (CE410XD), Pack Of 2  
**Item # 688043**

Delivery  
 Estimated delivery 7-10 business days To 90019  
 Same Day Delivery  
 Not available to 90019  
 Store Pickup Not Available

\$205.99 box

1

\$205.99



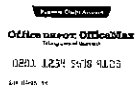
Avery® Inkjet/Laser Tent Cards, Embossed, 3 1/2" x 11", FSC Certified, White, Box Of 50  
**Item # 984690**

Delivery  
 Estimated delivery 1-3 business days To 90019  
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 Order by 2pm, get it today  
 Available to 90019  
 FREE Store Pickup  
 Ready for pickup today  
 4 Available

\$27.99 box

1

\$27.99



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Current Subtotal: \$771.91

Credit on Statement: ~~\$50.00~~

\$721.91

Cost After Statement Credit

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### Order summary

Items (13) Subtotal \$665.87

Delivery FREE

Estimated Sales Tax \$56.14

Are you tax exempt?

Estimated Total \$771.91



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320-345-4749

casey.knowles@epromos.com



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Help Center



## Your Cart

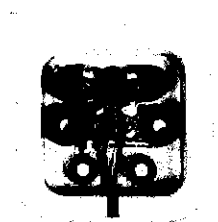
[PROCEED TO CHECKOUT](#)**Payments are only processed after you approve your eProof**

Cart Item

Item Total

Est. Delivery Date

90019



Remove

**Square Promotional Ear Buds w/ Custom Case****\$1,410.00**

Save \$280.00

Quantity: 700

Product Options

[Update Customization](#)

<b>Square Promotional Ear Buds w/ Custom Case</b>	<b>\$1,410.00</b>
Standard Production	\$0.00
UPS Ground	\$100.63

Estimated Tax Total \$143.53

**Estimated Order Total \$1,654.36**

Save \$280.00 with ePromos!

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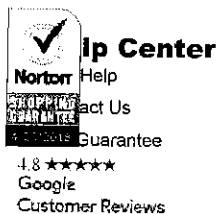
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4/28/2018

AGNES, read your renewal notice inside.

**From:** GoDaddy <Renewals@GoDaddy.com>  
**To:** ajcjb <ajcjb@aol.com>  
**Subject:** AGNES, read your renewal notice inside.  
**Date:** Mon, Apr 23, 2018 12:22 pm



**24/7 Support: +1 (480) 463-8315**  
AGNES COPELAND — Customer Number: 80905648

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You made the smart choice when you chose auto-renew. The following products will renew automatically on the dates listed below. All that's left is to enjoy your purchase. Of course, if you ever have a question, our support team is here 24/7.

Economy Linux Hosting with cPanel Renewal  
[piconc.com](http://piconc.com)  
Expires: **5/3/2018**  
Term: **1 Year**  
Total: **\$95.88**

We're changing the prices for some of our web hosting plans. [Click here](#) to see if this impacts you.

**IMPORTANT:** We will automatically renew the above service(s) on the renewal date and charge the credit card you have associated with each product. If the credit card associated with each product has expired or been closed, we cannot automatically renew the product. To review and update your credit card information, [log in to your account](#).

<https://mail.aol.com/webmail-std/en-us/PrintMessage>



P.I.C.O. NEIGHBORHOOD COUNCIL (NC)  
GENERAL BOARD MEETING  
Wednesday, 14 February 2018 • 7PM  
CLAUDE PEPPER CENTER  
1762 South La Cienega Boulevard, Los Angeles 90035



President  
Brad Kane

Communications  
Committee Chair  
Richard Mannino

Treasurer and  
Finance  
Committee Chair  
Agnes Copeland

Outreach  
Committee  
Chair Alma Stent

Land Use  
Committee Chair  
David Dahlke &  
Hydee Feldstein

Education  
Committee Chair  
Sylvester  
Robertson

1. Call to Order

- President, Brad Kane called the meeting to order at 7:04PM.

2. Roll Call

- Fifteen members of the board, along with over ten stakeholders were in attendance; a quorum was declared.  
Here (15):  
April Barnett, Sharon Christie, Agnes Copeland, Walter Dominguez (Via Alternate Chelsea Willett), Hydee Feldstein, Joe Gauthier, Jeff Girtten, Michael Johnson (Via Alternate Carmen O'Connor), Brad Kane, Richard Mannino, Reed McLurkin, Sofia Reed, Sylvester Robertson, Yvonne Smith (Via Alternate Mary Ann Yurkonis), Alma Stent

Absent (3):

Clark Braunstein, Mary Louise Morgan, Daniel Sosa

3. "Ways of Working"(Standards on which we agreed to hold ourselves and each other accountable):

- NO CROSS TALK (*no interruptions or sidebar conversations while someone has the floor*)
- Listen and respond respectfully to other's ideas/opinions - even if you disagree
- It is OK to disagree (*just express it respectfully*)
- Say what you mean, mean what you say (*be honest and forthcoming - no innuendo or code*)
- Generosity of spirit (*conduct ourselves with good intentions and assume good intentions in others*)
- Separate the message from the messenger (*do not make it personal*)
- Exhibit appreciation, interest, and empathy for different backgrounds and perspectives
- "Own" your mistakes / forgive other's mistakes / demonstrate effort to fix mistakes
- Be informed (*ask for clarification or info; don't be offended or rude if others ask you for it*)
- Be active listeners (*paraphrase to show – or ask whether – you understand someone correctly*)

#### 4. Public Comment

- Board Member, Ms. Hydee Feldstein shared that there will be a vote on important legislation regarding real estate owned prior to 1978. The legislation will effect rent control in perpetuity.

#### 5. Government Speakers

- Liz Carlin, Deputy at Council President Herb Wesson's Office, shared the following: 1) The Speed Bump Hump program opens February 15, 2018; 2) Home sharing ordinance (14-1635-s3) is coming through council with an item up for discussion stating that residents may only be able to rent out their homes for 180 days; 3) An African American Market Place will be coming in April, in addition to an event celebrating African American Women on March 10, 2018.
  - Board Member, Alma Stent asked if there is any city properties being considered for the purpose of housing the homeless. Ms. Carlin answered that she wasn't aware of any such properties in the PICO area, however the Housing & Investment Department does have land elsewhere for that purpose.
  - Mr. Brad Kane then asked Ms. Carlin if the board can be notified when the resolution from the city council bill has passed so that the board can consider a Community Impact Statement (CIS). Ms. Carlin agreed to do so.
  - Mr. Kane also asked for fliers for the African American Market Place and the March 10th event celebrating African American Woman. In addition, Mr. Kane asked for any updates on changing appeal fees. Ms. Carlin shared that she was not sure if there had been any updates, but she would look into it.

#### 6. Finance

Yes (12)	Barnett, Christie, Copeland, Feldstein, Gauthier, Girtten, Kane, Mannino, McLurkin, Reed, Robertson, Stent
Oppose (0)	
Abstain (3)	Dominguez (Via Alternate Chelsea Willett), Johnson (Via Alternate Carmen O'Connor), Smith (Via Alternate Mary Ann Yurkonis)
Recuse (0)	
Absent (3)	Braunstein, Morgan, Sosa

- **Union Bank Statement & Monthly Expenditure Report (MER) January 2018**
  - **MOTION:** Mr. Brad Kane motioned to approve both the January 2018 Union Bank Statement and Monthly Expenditure Report. Ms. Sharon Christie seconded the motioned and it was approved.

- **2017-2018 Budget Amendment**

- **MOTION:** Mr. Brad Kane motioned to approve the amended budget for the current fiscal year. Ms. Sharon Christie seconded the motion and it was approved.

- **Requested Purchases**

- **Office depot for supplies in the amount of \$1231.99**

- **MOTION:** Ms. Hydee Feldstein motion to approve Office Depot supplies in the amount pf \$1231.99. Ms. Alma Stent seconded the motion and it was approved.

o **Epromos for new NC promotional items for \$1950.00**

Yes (12)	Barnett, Christie, Copeland, Feldstein, Gauthier, Girtten, Kane, Mannino, McLurkin, Reed, Robertson, Stent
Oppose (0)	
Abstain (3)	Dominguez (Via Alternate Chelsea Willett), Johnson (Via Alternate Carmen O'Connor), Smith (Via Alternate Mary Ann Yurkonis)
Recuse (0)	
Absent (3)	Braunstein, Morgan, Sosa

- **MOTION:** Mr. Brad Kane motioned to approve the spending of up to \$1950.00 on 500 pens and ear buds branded PICO NC for Epromos. Ms. Hydee Feldstein seconded the motion and it was approved.

Yes (13)	Barnett, Christie, Copeland, Feldstein, Gauthier, Girtten, Kane, Mannino, McLurkin, Reed, Robertson, Smith (Via Alternate Mary Ann Yurkonis), Stent
Oppose (0)	
Abstain (2)	Dominguez (Via Alternate Chelsea Willett), Johnson (Via Alternate Carmen O'Connor),
Recuse (0)	
Absent (3)	Braunstein, Morgan, Sosa

▪ **Outreach Events for NC**

o **Budget for Outreach sponsoring 3 CERT Events for \$1500.00**

Yes (12)	Barnett, Christie, Copeland, Feldstein, Gauthier, Girtten, Kane, Mannino, McLurkin, Reed, Robertson, Stent
Oppose (1)	Smith (Via Alternate Mary Ann Yurkonis)
Abstain (2)	Dominguez (Via Alternate Chelsea Willett), Johnson (Via Alternate Carmen O'Connor),
Recuse (0)	
Absent (3)	Braunstein, Morgan, Sosa

- Mr. Jeff Girtten led this discussion by sharing that he'd like to do 3 courses on emergency preparedness. He explained that he anticipates the cost per session being between \$400.00-\$500.00. This includes the cost of printed fliers, refreshments, rental space, and promotion of the events on Facebook and other social media platforms.

- **MOTION:** Mr. Brad Kane motioned to approve \$1500.00 for the CERT events as described by Mr. Jeff Girtten. Ms. Sharon Christie seconded the motion and it was approved.

## 7. NPG Request

- **NPG Request from Enrichment Center Summer Camp 2018 for \$3600.00**

Yes (13)	Barnett, Christie, Copeland, Feldstein, Gauthier, Girtten, Kane, Mannino, McLurkin, Reed, Robertson, Smith (Via Alternate Mary Ann Yurkonis), Stent
Oppose (0)	
Abstain (2)	Dominguez (Via Alternate Chelsea Willett), Johnson (Via Alternate Carmen O'Connor),
Recuse (0)	
Absent (3)	Braunstein, Morgan, Sosa

- A representative for the Enrichment Summer Camp shared that this year will be the 8th year of operation for the summer camp and the 6th year that the camp will be held at Wilshire Crest Elementary School. The funds being requested are to support nine children so that they can attend the camp for 4 weeks.
- Board Member, Richard Mannino asked about the criteria for selecting the children. The camp representative shared that the children will write letters to win the nine open spots.
- Board Member, Alma Stent asked if pictures of the children at camp can be sent to Mr. Mannino, the board's Communication Director, and also if the camp can hoist a PICO Neighborhood Council (NC) Banner so that the NC is recognized as participating. The Enrichment Camp representative agreed to both requests.

Yes (12)	Barnett, Christie, Copeland, Feldstein, Gauthier, Girtten, Kane, Mannino, McLurkin, Reed, Robertson, Stent
Oppose (1)	Smith (Via Alternate Mary Ann Yurkonis)
Abstain (2)	Dominguez (Via Alternate Chelsea Willett), Johnson (Via Alternate Carmen O'Connor),
Recuse (0)	
Absent (3)	Braunstein, Morgan, Sosa



- o **MOTION:** Mr. Brad Kane motioned to approve the NPG request for the Enrichment Center Summer Camp in the amount of \$3600.00. Ms. Sharon Christie seconded the motion and it was approved.

**8. Open Officer Positions / Board Seats / Committee Seats / Liaisons Confirmations**

- **Wilshire Highlands (April Barnett would Like to swap her business seat)**

Yes (12)	Barnett, Christie, Copeland, Dominguez (Via Alternate Chelsea Willett), Feldstein, Gauthier, Girtten, Johnson (Via Alternate Carmen O'Connor), Kane, Mannino, McLurkin, Reed, Robertson, Smith (Via Alternate Mary Ann Yurkonis), Stent
Oppose (0)	
Abstain (0)	
Recuse (0)	
Absent (3)	Braunstein, Morgan, Sosa

- o **MOTION:** Mr. Brad Kane motioned to swap Ms. April Barnett from her current Business Rep seat to the Wilshire Highland seat. Mr. Jeff Girtten seconded the motion and it was unanimously approved.

Yes (9)	Barnett, Christie, Copeland, Feldstein, Gauthier, Kane, McLurkin, Reed, Stent
Oppose (0)	
Abstain (6)	Dominguez (Via Alternate Chelsea Willett), Girtten, Johnson (Via Alternate Carmen O'Connor), Mannino, Robertson, Smith (Via Alternate Mary Ann Yurkonis)
Recuse (0)	
Absent (3)	Braunstein, Morgan, Sosa

- **New Finance Committee Members (Valerie Woodson and Hydee Feldstein)**

Yes (13)	Barnett, Christie, Copeland, Dominguez (Via Alternate Chelsea Willett), Gauthier, Girtten, Johnson (Via Alternate Carmen O'Connor), Kane, Mannino, McLurkin, Reed, Smith (Via Alternate Mary Ann Yurkonis), Stent
Oppose (0)	
Abstain (2)	Feldstein, Robertson
Recuse (0)	
Absent (3)	Braunstein, Morgan, Sosa

- **MOTION:** Mr. Brad Kane motioned to nominate Valerie Woodson as a committee member to the finance committee. Ms. Hydee Feldstein seconded the motion and it was approved.
- **MOTION:** Mr. Brad Kane motioned to nominate Ms. Hydee Feldstein as a committee member to the Finance Committee. Mr. Joe Gauthier seconded the motion and it was approved.
- **New Board Members**
  - **MOTION:** Mr. Brad Kane nominated Mr. Troy Pade for the CHAPS area representative seat on the board. Alternate, Ms. Mary Ann Yurkonis seconded the motion and it was approved.
  - **MOTION:** Mr. Brad Kane nominated Ms. Chelsea Willett for the open At-Large seat on the board. Ms. Sharon Christie seconded the motion and it was approved.

## 9. Event Planning

- Mr. Kane stated that though the board does not currently have an Outreach Chair, the board had a mandatory outreach meeting in which they discussed the possibility of a Spring Fling or another event. However, Mr. Kane added that there also needs to be a discussion about the board's level of commitment to such an event since last year the work was not every distributed among board members.

- Mr. Kane asked that the board think on their commitment levels and be ready to discuss them at the next outreach meeting on February 21, 2018.

## 10. Committee Updates / Reports

Yes (14)	Barnett, Christie, Copeland, Dominguez (Via Alternate Chelsea Willett), Feldstein, Gauthier, Girtten, Kane, Mannino, McLurkin, Reed, Robertson, Smith (Via Alternate Mary Ann Yurkonis), Stent
Oppose (0)	
Abstain (1)	Johnson (Via Alternate Carmen O'Connor)
Recuse (0)	
Absent (3)	Braunstein, Morgan, Sosa

- Bylaws** - Mr. Kane shared that the Bylaws have been submitted.

Yes (14)	Barnett, Christie, Copeland, Feldstein, Gauthier, Girtten, Johnson (Via Alternate Carmen O'Connor), Kane, Mannino, McLurkin, Reed, Robertson, Smith (Via Alternate Mary Ann Yurkonis), Stent
Oppose (0)	
Abstain (1)	Dominguez (Via Alternate Chelsea Willett)
Recuse (0)	
Absent (3)	Braunstein, Morgan, Sosa

- Communication** - Mr. Mannino shared that the board can utilize a variation of the Facebook strategy used in Spring Fling in whatever new event the board chooses to do. In addition, Mr. Mannino shared that he is thinking of doing a "Year By the Numbers" to show the accomplishments of the board.
- Education** - Mr. Sylvester Robertson shared that Saturn Elementary and Carthay Square School were approved for NPGs through the board. Crescent Heights School will be back to present their NPG in March. In addition, the Education Committee will be putting on an exhibit for unsung black inventors. There will also be a Father's Day breakfast at Crescent Heights and Saturn Elementary will be applying to be an Arts & Media Magnet school.
- Land Use** - The Next land Use meeting will take place February 22 from 7pm -9pm
- Marijuana** - Ms. Sharon Christie shared that the state has established that cannabis is for adult and medicinal use in LA, however there are still multiple challenges that the city is faced with. Some of these challenges include a slow licensing process and land owners not wanting to rent to businesses dealing with cannabis even though it is legal.

- **Purposeful Aging Liaison** - Mr. Reed McLurkin shared that the earthquake rebate program will remain open only until next week. It offers \$3000.00 to retrofit your home. In addition, Mr. McLurkin shared that he will be posting updates to protect the elderly from scams.

#### 10. January 10, 2018 Draft Board Minutes

- **MOTION:** Mr. Brad Kane motioned to approve the January 10, 2018 Draft Board minutes. Ms. Hydee Feldstein seconded the motion and it was unanimously approved.

#### 11. Land Use Pending Cases/Issues

- **Creation of the Temporary or Ad Hoc Committee to report back to the Board on development, planning, zoning, building & safety affecting our neighborhood.**
  - o Ms. Feldstein led this discussion by sharing that since September developers have been bypassing the council and going straight to Building & Planning to get a TOC and bypass residents and stakeholders.

Yes (12)	Barnett, Christie, Copeland, Feldstein, Gauthier, Girtten, Kane, Mannino, McLurkin, Reed, Robertson,, Stent
Oppose (0)	
Abstain (3)	Dominguez (Via Alternate Chelsea Willett), Johnson (Via Alternate Carmen O'Connor), Smith (Via Alternate Mary Ann Yurkonis)
Recuse (0)	
Absent (3)	Braunstein, Morgan, Sosa

- o **MOTION:** Ms. Hydee Feldstein motioned that the board authorize the formation of an adhoc committee to meet once a week for a period of 90 days to create a land use playbook and draft ordinance and recommendations, with the initial members consisting of Hydee Feldstein, Mary Louise Morgan, Richard Mannino, Brad Kane and Troy Pade. Mr. Brad Kane seconded the motion and it was approved.

#### 12. Potential Community Impact Statement

- **California SB 930 and City Council File 18-0002-S9:** Consideration of whether P.I.C.O. NC should submit a Community Impact Statement regarding the City Council's proposal to SUPPORT SB 930

Yes (14)	Barnett, Christie, Copeland, Dominguez (Via Alternate Chelsea Willett), Feldstein, Gauthier, Girtten, Johnson (Via Alternate Carmen O'Connor), Kane, Mannino, McLurkin, Reed, Smith (Via Alternate Mary Ann Yurkonis), Stent
Oppose (0)	
Abstain (1)	Robertson
Recuse (0)	
Absent (3)	Braunstein, Morgan, Sosa

14 February 2018

creating a state chartered bank and authorizing financial institutions to transact business with licensed marijuana dispensaries to address the public safety and policy concerns of cash only businesses in our neighborhoods.

- o Mr. Kane shared that currently there is a high risk of crimes at cannabis facilities, because currently they can only operate in cash. Ms. Feldstein added that she thinks its imperative that the board support the proposal given the number of break-ins in the community.
- o **MOTION:** Mr. Brad Kane motioned that the PICO NC issue a Community Impact Statement (CIS) in support of the City Council offering a resolution in support of California State Bill 930. Ms. Sharon Christie seconded the motion and it was approved.

### 13. Adjournment

- President Bard Kane adjourned the meeting at 8:55pm.

Yes (10)	Barnett, Christie, Copeland, Gauthier, Girtten, Kane, Mannino, McLurkin, Reed, Robertson,
Oppose (0)	
Abstain (5)	Dominguez (Via Alternate Chelsea Willett), Feldstein, Johnson (Via Alternate Carmen O'Connor), Smith (Via Alternate Mary Ann Yurkonis), Stent
Recuse (0)	
Absent (3)	Braunstein, Morgan, Sosa



P.I.C.O. NEIGHBORHOOD COUNCIL (NC)  
GENERAL BOARD MEETING  
Wednesday, 14 March 2018 • 7PM  
CLAUDE PEPPER CENTER  
1762 South La Cienega Boulevard, Los Angeles 90035



President  
Brad Kane

Communications  
Committee  
Chair  
Richard Mannino

Treasurer and  
Finance  
Committee  
Chair Agnes  
Copeland

Outreach  
Committee  
Chair Alma Stent

Land Use  
Committee  
Chair David  
Dahlke & Hydee  
Feldstein

Education  
Committee  
Chair Sylvester  
Robertson

1. Call to Order

- President Brad Kane called the meeting to order at 7:04PM.

2. Roll Call

- Seventeen members of the board, along with over ten stakeholders were in attendance; a quorum was declared.

Here (17):

April Barnett (Via Alternate Fredrica Bailey), Clark Braunstein, Agnes Copeland, Walter Dominguez, Hydee Feldstein, Joe Gauthier, Jeff Girtten, Michael Johnson, Brad Kane, Richard Mannino, Troy Pade, Sofia Reed, Sylvester Robertson, Yvonne Smith, Daniel Sosa, Alma Stent, Chelsea Willett

Absent (3):

Sharon Christie, Reed McLurkin, Mary Louise Morgan

3. "Ways of Working" (Standards on which we agreed to hold ourselves and each other accountable):

- NO CROSS TALK (*no interruptions or sidebar conversations while someone has the floor*)
- Listen and respond respectfully to other's ideas/opinions - even if you disagree
- It is OK to disagree (*just express it respectfully*)
- Say what you mean, mean what you say (*be honest and forthcoming - no innuendo or code*)
- Generosity of spirit (*conduct ourselves with good intentions and assume good intentions in others*)
- Separate the message from the messenger (*do not make it personal*)
- Exhibit appreciation, interest, and empathy for different backgrounds and perspectives
- "Own" your mistakes / forgive other's mistakes / demonstrate effort to fix mistakes
- Be informed (*ask for clarification or info; don't be offended or rude if others ask you for it*)
- Be active listeners (*paraphrase to show - or ask whether - you understand someone correctly*)



#### 4. Public Comment

- Jasmine Copeland shared that her organization works with foster kids and offers free programs and classes. She explained that they would like permission from the PICO Neighborhood Council (NC) to paint some of the electrical boxes in the area. Mr. Brad Kane asked for any documents she had in order to get the council president's support.
- Board Member, Joe Gauthier, expressed concern that the board agenda was not sent out prior to the meeting. He stated that when he emailed President Brad Kane asking for the agenda he was sent a snap shot of the email that was sent out, however he was unable to determine who the email was sent to in the snap shot. As such Mr. Gauthier questioned whether or not the NC meeting was an official meeting. Mr. Kane replied that he did indeed send out the agenda to everyone and stated that he would show Mr. Gauthier the original email.

#### 5. Government Speakers

- Liz Carlin, Deputy at Council President Herb Wesson's Office and Robert Oliver, Councilmember Paul Koretz's office presented on the Transit Oriented Communities (TOC) Ordinance. Ms. Carlin and Mr. Oliver explained base incentives under the ordinance and how they lead to administrative cases that result in developers not being required to send out notices to the NCs, adjacent neighbors, or the city council.
  - o Mr. Kane asked how to get Building & Safety to get developers to sit back down at the table with Neighborhood Councils.
  - o Board Member, Clark Braunstein then explained that his issue is that there will not be increased wages for those working on TOC projects.
  - o Board Member, Hydee Feldstein then asked two questions: 1) Would the city council consider an ordinance that opens the calendars of TOC projects and requires TOC developers to meet with Neighborhood Councils at least once; 2) Would Councilmen Koretz support the PICO NC coming up with a community plan overlay that protects the community from some of the negative effects of TOCs. Mr. Oliver responded by offering to put Ms. Feldstein in touch with the Councilmen's legislative department.
- Mr. Oliver then spoke on the Weiner Bill, sharing that Councilmember Koretz is opposed to the legislation and instead supports responsible housing. The Councilmen is committed to the homeless issue, but wants local control over housing.
- Mr. Gauthier then asked for an update on the recycling trash bins that are being left in alleyways and disrupting traffic flow. He added that he mentioned this issue to Mr. Oliver two months ago and still hasn't received an update. Mr. Oliver stated that he did not have an update but that he would follow-up. Mr. Gauthier explained that that was the same answer he received two months ago. Mr. Kane then offered to facilitate a meeting between Mr. Gauthier and Mr. Oliver so that this issue can be addressed.

#### 6. Finance

- **Union Bank Statement & Monthly Expenditure Report (MER) February 2018**
  - o **MOTION:** Mr. Brad Kane motioned to approve both the February 2018 Union Bank Statement and Monthly Expenditure Report. Ms. Hydee Feldstein seconded the motioned and it was approved.



14 March 2018

Yes (11)	Braustein, Copeland, Dominguez, Feldstein, Girtten, Johnson, Kane, Mannino, Robertson, Smith, Stent
Oppose (0)	
Abstain (6)	Barnett (Via Alternate Fredrica Bailey), Gauthier, Pade, Reed, Sosa, Willett
Recuse (0)	
Absent (3)	Christie, McLurkin, Morgan

■ **NPG Request**

○ **Crescent Heights for \$3500; 8 week after school Chess Program for 25 students**

- A parent representative as well as Board Member, Sylvester Robertson spoke on behalf of the school and summarized the chess program. Both explained the learning benefits of the program and the high level of interest from parents and students.
- **MOTION:** Mr. Brad Kane motioned to approve the NPG request for the Crescent Heights Elementary School Chess Program in the amount of \$3500.00. Mr. Walter Dominguez seconded the motion and it was approved.

Yes (11)	Braustein, Copeland, Dominguez, Feldstein, Girtten, Johnson, Kane, Mannino, Reed, Robertson, Stent
Oppose (0)	
Abstain (6)	Barnett (Via Alternate Fredrica Bailey), Gauthier, Pade, Smith, Sosa, Willett
Recuse (0)	
Absent (3)	Christie, McLurkin, Morgan

■ **Land Use Forum for 4/21/2018 - Budget request for \$500; monies will be printing large presentation boards and maps, promotion of the event and lite refreshments.**

- Ms. Feldstein shared that on April 21st Land Use will have an educational event in which someone from Building & Safety will come in and talk about their process. The bulk of the budget will go toward large poster boards.
- **MOTION:** Mr. Hydee Feldstein motioned to approve the Land Use Budget request for the Land Use Forum in the amount of \$500.00. Ms. Alma Stent seconded the motion and it was approved.





14 March 2018

Yes (12)	Braustein, Copeland, Dominguez, Feldstein, Girtten, Johnson, Kane, Mannino, Reed, Robertson, Smith, Stent
Oppose (0)	
Abstain (5)	Barnett (Via Alternate Fredrica Bailey), Gauthier, Pade, Sosa, Willett
Recuse (0)	
Absent (3)	Christie, McLurkin, Morgan

- **Council File 16-0276: MOTION: PICO NC CURRENT General Board votes to utilize the funds to conduct the Clean LA project per the original application and give the funds to LACC in the amount of \$1500.**
  - o Board Member, Agnes Copeland explained that though this request is from a different fiscal year and the current board is now different from the board that originally heard this request she thinks the request should be honored.
  - o **MOTION:** Mr. Brad Kane motioned to utilize the funds to conduct the Clean LA project per the original application and give the funds to LACC in the amount of \$1500.00. Mr. Clark Braunstein seconded the motions and is was approved.

Yes (11)	Braustein, Copeland, Dominguez, Feldstein, Girtten, Johnson, Kane, Mannino, Reed, Robertson, Smith
Oppose (0)	
Abstain (6)	Barnett (Via Alternate Fredrica Bailey), Gauthier, Pade, Sosa, Stent, Willett
Recuse (0)	
Absent (3)	Christie, McLurkin, Morgan

- **PICO NC 2018 SUMMERFEST = \$19238.85**
  - o Before voting on this item Mr. John Darnell, Department Of Neighborhood Empowerment (DONE) representative shared that he did not think the board had included enough details pertaining to the SummerFest on the board agenda in order to be able to vote it.
    - Mr. Kane explained that the board has to show that the funds for such an event has been allocated before the board can confirm such details as a location, venue, etc.
    - Ms. Copeland and Ms. Feldstein then explained that the discussion being had is about if the board would even want to allocate the funds in the event of doing an event such as a SummerFest.
    - Mr. Darnell responded by saying that he still felt that there was not enough information printed on the agenda to move forward on a vote. He then added that he was concerned that if the board voted on the item them would be in violation of the Brown Act. He stated that he would have to leave the room it the board moved forward with the vote. Ms. Copeland then asked which part of the Brown Act the board would be in violation of. Mr. Darnell did not give an answer. The board decided to continue with the vote and Mr. Darnell then left the meeting.



14 March 2018

o Zebra Entertainment

- **MOTION:** Mr. Brad Kane motioned to set aside funds to employ Zebra Entertainment for a possible future event in the amount of \$7393.97 based on the agenda. Mr. Walter Dominguez seconded the event and it was approved.

Yes (10)	Braustein, Copeland, Dominguez, Feldstein, Girtten, Johnson, Kane, Mannino, Smith, Stent
Oppose (0)	
Abstain (7)	Barnett (Via Alternate Fredrica Bailey), Gauthier, Pade, Reed, Robertson, Sosa, Willett
Recuse (0)	
Absent (3)	Christie, McLurkin, Morgan

o HDOS

- **MOTION:** Mr. Brad Kane motioned to set aside funds to employ HDOS for a possible future event in the amount of \$4653.75 based on the agenda. Ms. Hydee Feldstein seconded the motion and it was approved.

Yes (11)	Braustein, Copeland, Dominguez, Feldstein, Girtten, Johnson, Kane, Mannino, Reed, Smith, Stent
Oppose (0)	
Abstain (6)	Barnett (Via Alternate Fredrica Bailey), Gauthier, Pade, Robertson, Sosa, Willett
Recuse (0)	
Absent (3)	Christie, McLurkin, Morgan

o SLB Printing

- **MOTION:** Mr. Brad Kane motioned to set aside funds to employ SLB Printing for a possible future event in the amount of \$2079.95 based on the agenda. Mr. Clark Braunstein seconded the motion and it was approved.

Yes (11)	Braustein, Copeland, Dominguez, Feldstein, Girtten, Johnson, Kane, Mannino, Reed, Smith, Stent
Oppose (0)	
Abstain (6)	Barnett (Via Alternate Fredrica Bailey), Gauthier, Pade, Robertson, Sosa, Willett
Recuse (0)	
Absent (3)	Christie, McLurkin, Morgan

- o Samantha Danan (Artist)
  - **MOTION:** Mr. Brad Kane motioned to allocate up to \$2000.00 to employ Samantha Danan to create print items, promotions, and social media for the potential future event of SummerFest based on the agenda. Mr. Clark Braunstein seconded the motion and it was approved.

Yes (12)	Braustein, Copeland, Dominguez, Feldstein, Girtten, Johnson, Kane, Mannino, Reed, Smith, Stent, Willett
Oppose (0)	
Abstain (5)	Barnett (Via Alternate Fredrica Bailey), Gauthier, Pade, Robertson, Sosa
Recuse (0)	
Absent (3)	Christie, McLurkin, Morgan

**6. Whether the Executive Board shall accept Daniel Sosa's voluntary resignation by failing to attend 5 out of the last 6 General Board Meetings.**

- Board Member, Daniel Sosa spoke and shared that he would like to stay on the board and recommit himself if the board will allow him the opportunity to do so. Mr. Kane then suggested deferring this item and giving Mr. Sosa the opportunity to attend meetings and show his recommitment. Both Mr. Gauthier and Ms. Copeland stated that they would like to keep Mr. Sosa on the board as well. The board then agreed to give Mr. Sosa another chance to show his commitment to the board.

**7. Open Officer Positions / Board Seats / Committee Seats / Liaisons Confirmations**

- **New Land Use Committee Members (Clark Braunstein (non-voting))**
  - o **MOTION:** Mr. Brad Kane motioned that Mr. Clark Braunstein be added as a non-voting member of the Land Use committee. Mr. Jeff Girtten seconded the motion and it was approved.

Yes (12)	Braustein, Copeland, Dominguez, Feldstein, Girtten, Johnson, Kane, Mannino, Pade, Reed, Robertson, Smith, Stent
Oppose (0)	
Abstain (4)	Barnett (Via Alternate Fredrica Bailey), Gauthier, Sosa, Willett
Recuse (0)	
Absent (3)	Christie, McLurkin, Morgan

- **New Ad Hoc/Land Use Committee Members (Clark Braunstein, T. Dorje Immanuel, Sylvester Robertson, and Valerie Woodson)**
  - o **MOTION:** Ms. Hydee Feldstein motioned that Clark Braunstein, T. Dorje Immanuel, Sylvester Robertson and Valerie Woodson be added as members of the new Ad Hoc/Land Use Committee. Mr. Brad Kane seconded the motion and it passed.



14 March 2018

Yes (12)	Braustein, Copeland, Dominguez, Feldstein, Girten, Johnson, Kane, Mannino, Pade, Reed, Robertson, Smith, Stent
Oppose (0)	
Abstain (4)	Barnett (Via Alternate Fredrica Bailey), Gauthier, Sosa, Willett
Recuse (0)	
Absent (3)	Christie, McLurkin, Morgan

## 7. Potential Community Impact Statement

- **Community Impact Statement in support of City Council Resolution (Council File 18-0002-513) *Opposing* SB 827 (Also known as the “Weiner” bill)**
  - Mr. Kane asked for any comment on this item. Mr. Braunstein then shared that there were some incorrect statements in the letter so he is unable to support it as written. Mr. Kane asked if Mr. Braunstein could support the bill if corrections were made. Mr. Braunstein replied that he could.
  - Mr. Robertson then asked if there was a deadline on completing the letter. Mr. Kane responded that there was no deadline, but Mr. Kane stated that the letter needs to be submitted as soon as possible to have an impact.
  - **MOTION:** Ms. Hydee Feldstein motioned that the PICO Neighborhood Council send out a Community Impact Statement (CIS) as corrected by Ms. Hydee Feldstein and Mr. Clark Braunstein. Mr. Brad Kane seconded the motion and it was approved.

Yes (11)	Braustein, Copeland, Dominguez, Feldstein, Girten, Johnson, Kane, Mannino, Pade, Reed, Smith, Stent
Oppose (0)	
Abstain (5)	Barnett (Via Alternate Fredrica Bailey), Gauthier, Robertson, Sosa, Willett
Recuse (0)	
Absent (3)	Christie, McLurkin, Morgan

## 13. Adjournment

- President Bard Kane adjourned the meeting at 8:56pm.



P.I.C.O. NEIGHBORHOOD COUNCIL (NC)  
GENERAL BOARD MEETING  
Wednesday, 11 April 2018 • 7PM  
CLAUDE PEPPER CENTER  
1762 South La Cienega Boulevard, Los Angeles 90035



President  
Brad Kane

Communications  
Committee  
Chair  
Richard Mannino

Treasurer and  
Finance  
Committee  
Chair Agnes  
Copeland

Outreach  
Committee  
Chair Alma Stent

Land Use  
Committee  
Chair David  
Dahlke & Hydee  
Feldstein

Education  
Committee  
Chair Sylvester  
Robertson

1. Call to Order

- President Brad Kane called the meeting to order at 7:00PM.

2. Roll Call

- Nineteen members of the board, along with over twenty stakeholders were in attendance; a quorum was declared.

Here (19):

April Barnett, Clark Braunstein, Sharon Christie, Agnes Copeland (Via Alternate Walter Simms), Walter Dominguez, Hydee Feldstein, Joe Gauthier, Jeff Girten, Michael Johnson, Brad Kane, Richard Mannino, Reed McLurkin, Mary Louise Morgan, Troy Pade, Sofia Reed, Sylvester Robertson, Yvonne Smith (Via Alternate Mary Ann Yurkonis), Alma Stent (Via Carmen O'Connor), Chelsea Willett

Absent (1):

Daniel Sosa

3. "Ways of Working" (Standards on which we agreed to hold ourselves and each other accountable):

- NO CROSS TALK (*no interruptions or sidebar conversations while someone has the floor*)
- Listen and respond respectfully to other's ideas/opinions - even if you disagree
- It is OK to disagree (*just express it respectfully*)
- Say what you mean, mean what you say (*be honest and forthcoming - no innuendo or code*)
- Generosity of spirit (*conduct ourselves with good intentions and assume good intentions in others*)
- Separate the message from the messenger (*do not make it personal*)
- Exhibit appreciation, interest, and empathy for different backgrounds and perspectives
- "Own" your mistakes / forgive other's mistakes / demonstrate effort to fix mistakes
- Be informed (*ask for clarification or info; don't be offended or rude if others ask you for it*)
- Be active listeners (*paraphrase to show - or ask whether - you understand someone correctly*)



#### 4. Public Comment

- Board Member, Hydee Feldstein, shared that there will be a speaker forum on Building & Safety on April 21, 2018 and a forum on Emergency Preparedness on April 28, 2018.
- Board Member, Clark Braunstein, shared that the LAPD arrested a homicide suspect earlier in the day on Meadowbrook Avenue, but the area is now safe to go back to.

#### 5. Government Speakers

- Liz Carlin, Deputy at Council President Herb Wesson's Office, shared the following updates:
  - 1) Regarding the Transit Oriented Communities (TOC) Ordinance changes can only that can be made via the Citywide Planning Commission.
    - Mr. Brad Kane asked how to put something before the Citywide Planning Commission in order to facilitate change to the ordinance. Ms. Carlin answered that she would check and see about the process of submitting to the commission.
    - Ms. Feldstein then asked Ms. Carlin about Measure JJJ. Ms. Carlin explained that she did not have an answer as of yet on the measure, but she said she would follow-up with Ms. Feldstein on the issue.
  - 2) Planning and Land Use 101 will be held Thursday, April 12, 2018 from 6pm - 8:30pm. Other events will also take place during the month of April. All are free and everyone is welcome to attend.
    - Board Member, Mary Louise Morgan, asked when Planning and Land Use 102 will take place. Ms. Carlin shared that she had no news on the Planning and Land Use 102 class.
- Allison Towle, District Representative for State Senator Ben Allen Office, shared that Senator Ben Allen is opposed to SB 827 in its current form.
  - Mr. Kane asked if "current form" means the amendments made yesterday. Ms. Towle answered that it did. She went on to explain that the amendments do not address Senator Ben Allen's concern's about the bill. She stated that while Senator Allen acknowledges that there is a housing crisis in California the senator does not believe the answer is to bring a sledge hammer down on local control. Most of his concern stems from the ACT LA letter, and until the bill does something meaningful to address these issues the senator will remain opposed. As such he will be voting "No" on Tuesday, April 17, 2018.
  - Ms. Feldstein asked if the senator has a position on SB 831. Ms. Towle answered that he does not yet have a position.
  - Mr. Braunstein then asked what positive steps the senator plans to take for the housing bill. Ms. Towle shared that Senator Allen is currently authoring two bills, one of which expedites updates on out of date city housing plans, while the other is a financing bill that helps facilitate public transportation and infrastructure. Ms. Carmen O'Connor then asked how these bills will address affordable housing. Ms. Towle explained that while the bills don't directly address affordable housing they will make it easier to build affordable housing.
- Melissa Kaufler, Field Representative for State Assemblymember Richard Bloom's office, announced that Assemblymember Bloom does not support SB 827 in its current form. She emphasized "current form" because there's no guarantee what the bill will look like or how it will change by the time it gets out of assembly. Assemblymember Bloom's major issues with the bill are that it threatens Historically Preservation Overlay Zones (HPOZs), takes away local control, and contributes to a gentrification problem. As such he will be voting "No" on Tuesday. Ms. Kaufler then went on to share that Assemblymember Bloom is working on other things: 1) the sale of Sylmar Armory in the hopes of turning it into a women's shelter and 2) Possibly bringing Costa Hawkins back as a ballot initiative.

- o Mr. Braunstein asked what are the officials that are opposing the bill doing. Ms. Kaufler replied that Assemblymember Bloom is continuously introducing new housing bills. She offered to get the board a list of the many bills that Assemblymember Bloom has authored or co-authored regarding housing. The Board responded that they would indeed like a list of the many bills.
- Hannah Cho, from State Senator Holly Mitchell's office, started by sharing that Senator Mitchell is not a part of the committee that has been working on SB 827. Ms. Cho explained that the senator has not come out to say, "Yes" or "No" because she doesn't know what the bill is going to look like. So she is holding her judgement since the bill has not yet made it out of committee. However, Ms. Cho reiterated that both herself and Senator Mitchell are listening carefully to the constituents concerns with the bill.
  - o Mr. Kane mentioned that though Senator Mitchell has not yet come out for or against the bill she is the one senator that has agreed to come and visit the Neighborhood Council (NC). Ms. Cho then added that she is not the senator's scheduler, but she is working to help facilitate a meeting.
  - o Board Member, Richard Mannino, asked Ms. Cho regardless of specifics of the bill does Senator Mitchell feel that Land Use is a state or local issue. Ms. Cho replied that she believes that it is a partnership between local and state. However she stressed that she can't answer for the senator, because this is such a nuanced issue and it would be unfair to pick state or local.
  - o Board Member, Walter Dominguez then shared that the community is feeling under assault from the federal government and now the state due to all the bills coming up. He stated that it would be helpful if Senator Mitchell came out and said she supported the community, because the community needs some clarity and reassurance from their legislatures.
    - Ms. Cho replied that Senator Mitchell always says she represents her constituents and her city.
- Mr. Kane then stated that the explosion of homelessness is directly related to and parallel with the loss of affordable housing in 2000. Mr. Kane suggested a vacancy tax on vacant units and added that developers should be giving that money back. He then *opened the discussion to Stakeholders*:
  - o *Stakeholder, Mr. Jim, Chairman of South Carthay HPOZ*, shared that he is concerned about SB 827 because the bill will overrun the HPOZs. He explained that he believes that they are going to tear down the old HPOZs and replace them with new buildings that are going to price people out of the area, thereby creating more homelessness.
  - o *Stakeholder, Mr. Dale Kendell*, shared that he is opposed to SB 827 because he feels that the bill is too broad and trying to fit all. He also stated that he feels the bill will be taken advantage of by developers. In addition, he expressed concern for not only HPOZs, but also the sites on the National Historic List that also need protection under this bill.
  - o *Stakeholder, Ms. Amy Galladey*, shared that she belongs to four homeowner associations and she is devastated by this bill because it makes you feel unsafe about having a place to live. She elaborated that the bill takes away comfort because you don't know if they are going to build a high-rise next to your house or apartment. Ms. Galladey stated that she is opposed to the bill.
  - o *Stakeholder, Ms. Beth McNamera from the Olympic Park NC*, shared that this is a developer's bill and that she would love to combine forces with the PICO NC. She added that her neighborhood never had a voice.
  - o *A Stakeholder* asked what they can do in preparation for the meeting on Tuesday regarding SB 827. Ms. Towle responded that the biggest thing they can do is attend the Neighborhood Council meetings and make his voice heard to his

- representatives. Ms. Kaufler added that stakeholders can also call their representatives in the committee offices to make sure their voice is heard.
- o *Stakeholder, Ms. Ruth*, shared that when she hears about funds and housing being slashed the culprit she hears is developers. Things that really help low to mid income people have been defeated and then SB 827 comes and no one has seen it and yet some are saying we have to see it in its final form first. Ms. Ruth asked why must we wait when the basic premise is bad. She explained that she cannot understand how Senator Mitchell can be on the fence about this issue.
    - Ms. Cho explained that the Senator is not on the fence about affordable housing, but she doesn't yet have anything to vote on because she is not on the committee as Senator Allen is. So Senator Mitchell is waiting to see what comes out of the committee before making a decision.
  - o A *Stakeholder* asked when the vote is taking place on the bill. Ms. Towle answered that there will be multiple votes, but the first will be on Tuesday, April 17, 2018 at the Transportation Committee.
  - o *Stakeholder, Ms. Debbi*, stated that she is feeling that Senator Mitchell is not hearing her constituents.
  - o *Stakeholder, Mr. Steve Strom*, shared that 50 years ago LA destroyed the West Adams area by running the 10 Freeway through it. Mr. Strom asked that Ms. Cho please share the "10 Freeway" example with Senator Mitchell.
    - Ms. Cho explained that she appreciated the example and understands that everyone is frustrated. But she reiterated that she is at this meeting because Senator Mitchell cares and is listening.
  - **Julien Antelin, PICO NC DONE rep**, gave the following updates:
    - o 1) Fiscal Year - Mr. Antelin shared that the end of the fiscal year is approaching for funding so there is not much time left to spend the NC's remaining funds.
      - Ms. Feldstein stated that the board submitted the expense funds for the Summer fest event and that the bulk of the remaining expenses will be spent there. She then asked if there was an update on the submission. Mr. Antelin shared that he was not aware that they had submitted, but would follow-up with the city clerk on an update.
      - Ms. Feldstein then emphasized that if there is a problem with the request for the summer fest the board needs to know immediately so that it can call an extra meeting.
    - o 2) City Wide Neighborhood Outreach Gathering - This event will take place on April 30, 2018 to prepare for the elections in 2019.
    - o 3) Spirit Awards - Board Member and Treasurer, Agnes Copeland has been recognized for a Spirit Award.
    - o 4) Bylaws Amendment - Mr. Antelin shared that the department did not get back to him as quickly as expected. As such the bylaws have not yet been approved. He explained that the bylaws will need approval from the Neighborhood Board of Commissioners and he will tell the board the day that their bylaws will be agendized. He then further explained that he would not be able to give a positive opinion of the bylaws to the Neighborhood Board of Commissioners.
      - Mr. Kane then stated to Mr. Antelin that a Bylaw Committee meeting should be called, because the general board meeting was not the appropriate time to discuss this topic.
      - Board Member and Bylaw Committee Chair, Joe Gauthier, then explained that when the bylaw process started in July of 2017 with John Darnell, the previous DONE representative, no guidance was given, so now to be told after 8 months of hard work on the bylaws that there is a problem is asinine.





- Mr. Antelin apologized and stated that perhaps he was not clear. He explained that the Neighborhood Board of Commissioners are the ones that have the power to approve or not approve the bylaws. He only gives his opinion of the bylaws to the Board of Commissioners, however at present Mr. Antelin stated that he finds too many inconsistencies in the board's bylaws to give a favorable opinion.
- The Board then asked for Mr. Antelin to put his issues regarding the bylaws in writing and they reiterated that it was not appropriate for Mr. Antelin to bring up bylaw issues at a general board meeting.

## 6. Finance

### ■ Union Bank Statement & Monthly Expenditure Report (MER) March 2018

- **MOTION:** Mr. Brad Kane motioned to approve both the March 2018 Union Bank Statement and Monthly Expenditure Report. Mr. Clark Braunstein seconded the motioned and it was approved.

Yes (15)	Barnett, Braustein, Christie, Dominguez, Feldstein, Gauthier, Girtten, Johnson, Kane, Mannino, McLurkin, Pade, Reed, Robertson, Willett
Oppose (0)	
Abstain (4)	Copeland (Via Alternate Walter Simms), Morgan, Smith (Via Mary Ann Yurkonis), Stent (Via Carmen O'Connor)
Recuse (0)	
Absent (1)	Sosa

### ■ Crescent Heights for \$3500; 8 week after School Chess Program for 25 students

- **MOTION:** Mr. Brad Kane motioned to approve \$3500 for the Crescent Height's 8 week after school chess program. Mr. Walter Dominguez seconded the motion and it was approved.

Yes (17)	Barnett, Braustein, Christie, Dominguez, Feldstein, Gauthier, Girtten, Johnson, Kane, Mannino, McLurkin, Morgan, Pade, Reed, Robertson, Smith (Via Mary Ann Yurkonis), Willett
Oppose (0)	
Abstain (2)	Copeland (Via Alternate Walter Simms), Stent (Via Carmen O'Connor)
Recuse (0)	
Absent (1)	Sosa

## 7. Adjournment

- President Bard Kane adjourned the meeting at 8:58pm.

TO CITY CLERK FOR PLACEMENT ON NEXT  
REGULAR COUNCIL AGENDA TO BE POSTED

#51

## MOTION

I MOVE that the City Council hereby express its intent to hold a public hearing on the Mayor's Proposed 2018-19 Budget for the City on Friday, May 18, 2018 at the hour of 10:00 a.m., in the John Ferraro Council Chamber.

I FURTHER MOVE that in order to provide adequate time for the City Council to consider the Budget and Finance Committee report on the Mayor's Proposed 2018-19 Budget, the City Council hereby schedules a special meeting beginning at 9:00 a.m. on Monday, May 21, 2018, which shall be devoted entirely to consideration of the Budget and Finance Committee report and City Council motions to amend the Mayor's Proposed 2018-19 Budget, and continuing each regular and special Council meeting day until such time as the City Council concludes its consideration of the Proposed Budget.

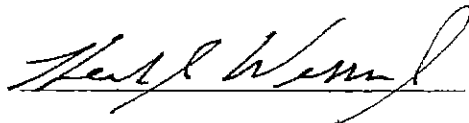
I FURTHER MOVE that the City Clerk, with the assistance of the City Administrative Officer and the Chief Legislative Analyst, be instructed to provide information to the public on the Mayor's Proposed 2018-19 Budget and publish the required public notices.

PRESENTED BY



PAUL KREKORIAN  
Councilmember, 2<sup>nd</sup> District

SECONDED BY



amg

FEB 21 2018



ORIGINAL



# WHO'S IN CHARGE?

AND WILL THEY ACT ON OUR TEN  
SIMPLE RECOMMENDATIONS?

Quality of Life Infrastructure  
Population Density Legal Liabilities  
Collective Bargaining Pensions  
Affordable Housing Homelessness  
Equity Funding Public Safety Water Usage  
Gangs LAUSD Education  
Accountability  
Congestion Sexual Harassment Parking  
Trash Emergency Services  
Reform Tree-Stumps Gentrification  
LADWP Billing/Rate Transparency  
Payer  
Expenditures Traffic  
Mental Health  
Community Policing

BUDGET ADVOCATES  
WHITE PAPER

ISSUE NO. 1 // VOLUME NO. 8 // MARCH 2018

A short paper highlighting recommendations for the 2018/2019 Fiscal  
Budget to the Los Angeles Mayor Eric Garcetti & the City Council

**Budget Advocates White Paper 2018**  
**Who's in Charge Here?**  
**And will they act on our Ten Simple Recommendations?**

The Neighborhood Council Budget Advocates are disappointed that Mayor Garcetti and the City Council have not pursued our past suggestions on addressing the City's financial tribulations. These include adopting the fiscal recommendations of the LA 2020 Commission that were publicly endorsed by City Council President Herb Wesson in 2014, primarily the creation of an independent Office of Transparency and Accountability, the establishment of the Commission for Retirement Security to review the City's retirement obligations, and the implementation of multiyear budgeting.

Additionally, the Budget and Finance Committee appears to have done nothing with regards to the Budget Advocates' General Fund Revenue-Producing Ideas submitted last year to a positive reception and assurances a committee would be formed to review and analyze them (which did not happen). These included such simple suggestions as pursuing reimbursement of City expenses related to the Northridge earthquake, a non-resident tax for unoccupied houses/apartments, and bringing dumping fines up to County levels.

**Budget Overview**

The City of Los Angeles continues to face serious financial challenges despite a robust economy over the last eight years. One of the reasons is that nobody appears to be in charge of, and accountable for, facing these challenges. As the Los Angeles Times said in an editorial published March 2, 2018, "Who's in charge here? The question echoes unanswered through the streets of this notoriously fractured, siloed and balkanized metropolis, where the city-county structure and the political culture too often allow politicians to wriggle their way out of accountability."

The City budget has had, and continues to have, a massive structural deficit ("the Structural Deficit") in which projected expenses continue to far exceed projected revenues year after year. This Structural Deficit persists despite an increase in General Fund revenues of 31% – in excess of \$1.4 billion – over the last six years. Next year, the budget gap is projected to be almost \$100 million despite an *increase* in revenues of over \$100 million. The City refuses to squarely address the Structural Deficit but instead plays shell games each year with the City monies.

The \$100 million budget gap does not take into consideration anticipated raises for the police and civilian workers and increased pension contributions associated with the lowering of the investment rate assumption to 7¼% for the City's two pension plans. These increases will increase the budget gap to an estimated \$250 million.

The upcoming budget does not factor in new sources of revenue from the SB 1 gas tax, the Local Return revenues from Measure M, the Exclusive Trash Franchise Fee, linkage fees, and the cannabis tax. The bulk of these revenues are targeted for specific purposes and are not supposed to cover the anticipated budget shortfall of the General Fund.

## **Budget Advocates White Paper 2018**

The City has experienced a 'Service Insolvency' due to funds that should have been directed to repairing and maintaining the City's streets and the rest of its infrastructure being redirected to pay for increased salaries, pension contributions, and healthcare benefits.

The City now has a deferred maintenance backlog that is estimated to be more than \$10 billion, \$4 billion more than the General Fund budget.

The City's two pension plans have a total unfunded pension liability of \$9 billion. These two plans are only 80% funded despite a bull market. The annual required contribution has increased to about 20% of the General Fund. If the more realistic investment rate assumption as advocated by Warren Buffet and other respected money managers of 6¼% is used rather than the optimistic 7¼%, the shortfall would increase to \$15 billion (71% funded) and the annual required contribution by the City would increase by \$400-500 million.

### **Ten Recommendations**

Increase transparency into the City's budget and finances by holding monthly town hall meetings at times convenient to the City's residents such as weekends or after 7 PM on weekdays.

Mandate that labor contracts or other agreements entered into will be revenue neutral within the term of each contract/agreement, i.e., will not increase the budget gap or result in further diminution of services.

Develop and implement a ten-year financial plan based on realistic and dynamic assumptions that eliminate the Structural Deficit, provide for the maintenance and repair of the City's infrastructure, pay for the City's out-of-control litigation costs, and begin to reduce the unfunded pension liability.

Develop a comprehensive plan to address all City infrastructure and repair and maintain our streets, including our sidewalks, parks, and urban forest. Accidents on City streets and sidewalks that need repair account for a substantial portion of the City's litigation costs.

Benchmark the efficiency of the City services, beginning with Public Works, Recreation and Parks, Building and Safety, and General Services.

Outsource to private contractors 50% of the repair and maintenance of our streets and sidewalks and compare the results with City-staffed crews. Work performed by independent contractors must be supervised to ensure quality and that the work is on time and on budget.

Review and analyze the City's two underfunded pension plans, and develop and implement recommendations to eliminate the unfunded pension liability over the next fifteen years. The pension plans are a ticking time bomb as the City is legally obligated to pay the pension liabilities that will accrue.

Build the Reserve Fund and Budget Stabilization Fund to an amount equal to 10% of the General Fund, a level recommended by Miguel Santana, our previous City Administrative Officer, as well as

## Budget Advocates White Paper 2018

by the State of California. Unappropriated balances are not considered reserves. [Note: The Government Finance Officers Association suggests reserves equal to 17% of the General Fund.]

Develop a capital expenditure plan that addresses the expansion of the Convention Center, the improvement of the Civic Center, the revitalization of the Los Angeles River, compliance with the Clean Water Act, and the modernization of the City's Management Information Systems and IT infrastructure. Funds should be allocated directly to capital costs as part of the City Budget and not be swept back into the General Fund.

Establish an independent Office of Transparency and Accountability to oversee the City's finances and ensure fiscal responsibility. This recommendation was first made to the LA 2020 Commission, a body established at the suggestion of City Council President Herb Wesson.

### Conclusion

We call on the Budget and Finance Committee, the Mayor and City Council to fulfill their obligations as stewards of the City and start addressing the City's budgetary woes now. We must stop passing the buck on to the next generation. The problems we are addressing will not disappear, but will only get worse. Use the Budget Advocates' suggestions but don't stop with us. Use the brain power on the Mayor's budget team as well as in the financial departments to move the City to a more sustainable budgeting methodology that will allow it to find realistic solutions to the problems facing Los Angeles and fulfill the Mayor's original vision to make Los Angeles the best-run big city in America with good jobs for all Angelenos.

Furthermore, we believe that a number of the overarching observations in *Evaluation of the State of the Street Related Infrastructure Programs in Los Angeles*, the FUSE report by Laila Alequresh regarding the City's organization, are spot on, especially those that comment on the various departments working with blinders on in their own silos.

The current system of stand-alone departments which do not effectively communicate with one another encourages duplication, inefficiency, and waste. Old patterns must be set aside, and departments must emerge from their silos to work together in a coordinated manner.

Additionally compelling is the idea of transferring the Department of Transportation or many of its functions to Public Works where its functions can be integrated with other street services and its actions be held more accountable.

Again, we strongly recommend that the City engage an independent City Manager or an experienced Chief Operating Officer to oversee all City departments and their interactions, starting with ramping up an infrastructure overhaul that is essential if the City is to shine for the 2028 Olympics.

Furthermore, all members of City boards and commissions should have relevant qualifications and expertise in their jurisdiction as well as in labor and city management, and those who don't should be immediately replaced. No more political appointees in critical jobs! The City's government is intended to work *for* the people; make sure it does.

Respectfully submitted,  
The 2017-2018 Budget Advocates

*Jay Handal*, West Los Angeles, Co-Chair  
*Liz Amsden*, Historic Highland Park, Co-Chair  
*John DiGregorio*, Panorama City, Vice-Chair, Communication  
*Barbara Ringuette*, Silver Lake, Vice-Chair, Administration  
*Lynda Valencia*, Arroyo Seco, Secretary  
*Brigette Kidd*, Zapata King, Assistant Secretary  
*Howard M. Katchen*, Sherman Oaks, Treasurer  
*Carol Newman*, Lake Balboa, Parliamentarian

*Ivette Alé*, Voices of 90037  
*Brian Allen*, Granada Hills North  
*Priscilla Anchondo*, Reseda  
*Glenn Bailey*, Northridge East  
*Agnes Copeland*, P.I.C.O.  
*Freddy Cupen-Ames*, North Hollywood West  
*Kevin Davis*, Foothill Trails District  
*Carol Derby-David*, Park Mesa Heights  
*Adrienne Nicole Edwards*, Olympic Park  
*Valaida Gory*, Mid City  
*Diedra Greenaway*, Northridge East  
*James Hornik*, Westlake South  
*Jack Humphreville*, Mid-Wilshire  
*Jacqueline Le Kennedy*, Bel Air-Beverly Crest  
*Janet Kim*, Los Feliz  
*Melanie Labrecque*, Northwest San Pedro  
*Jon Liberman*, South Robertson  
*Michael Menjivar*, North Hollywood North East  
*William Morrison*, Lincoln Heights  
*Robert Newman*, Downtown Los Angeles  
*Christopher Perry*, CANNDU  
*Ricardo Ramirez*, Sunland-Tujunga  
*Estuardo Ruano*, Rampart Village  
*Danielle Sandoval*, Central San Pedro  
*Patrick Seamans*, Mid-City West  
*Eleanor Smith*, Park Mesa Heights  
*Dr. Princess Sykes*, Harbor Gateway North  
*Joanne Yvanek-Garb*, West Hills



**P.I.C.O. NEIGHBORHOOD COUNCIL**

5651 Pico Blvd #102, Los Angeles 90019

(323) 521.9080

[www.piconc.com](http://www.piconc.com)

EMAIL: [info@piconc.com](mailto:info@piconc.com)



PRESIDENT  
Brad Kane

COMMUNICATIONS DIRECTOR  
Rich Mannino

TREASURER  
Agnes Copeland

OUTREACH CHAIR  
Vacant

LAND USE CO-CHAIRS  
David Dahlke  
Hydee Feldstein

EDUCATION CHAIR  
Sylvester Robertson

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**GENERAL BOARD MEETING AGENDA**  
**1762 S. La Cienega Blvd., Los Angeles 90035**  
**Wednesday: May 9, 2018**  
**7:00 to 9:00 pm**

1. **Call To Order**
2. **“Ways of Working”** (Standards on which we agreed to hold ourselves & each other accountable)
  - NO CROSS TALK (*no interruptions or sidebar conversations while someone has the floor*)
  - Listen and respond respectfully to others' ideas/opinions - even if you disagree
  - It's OK to disagree (*just express it respectfully*)
  - Say what you mean, mean what you say (*be honest and forthcoming - no innuendo or code*)
  - Generosity of spirit (*conduct ourselves with good intentions and assume good intentions in others*)
  - Separate the message from the messenger (*don't make it personal*)
  - Exhibit appreciation, interest, and empathy for different backgrounds and perspectives
  - “Own” your mistakes / forgive others' mistakes / demonstrate effort to fix mistakes
  - Be informed (*ask for clarification or info; don't be offended or rude if others ask you for it*)
  - Be active listeners (*paraphrase to show – or ask whether – you understand someone correctly*)
  - *Each Board member shall be limited to 1 comment of up to 2 mins per agenda item.*
3. **Public Comment (2 minutes per speaker)**
4. **Government Speakers (3 minutes each)**

**Welcome to Mario Hernandez – Our New Neighborhood Empowerment Advocate**  
**Status of Enforcement re: Unlicensed Cannabis Dispensaries on PICO**
5. **Finance (*discussion / possible action on items a through e*)** Please review attachments in advance due to time constraints (Items A through E unanimously recommended by Finance Committee For Approval)
  - a. **Board Reimbursement for Agnes Copeland total \$173.55 (receipts attached)**  
**Reimbursement for items purchased from Costco's and Vons for refreshments for Land Use and CERT Forums**  
**Details: 4/28/18 Vons = \$6.56 for ice 4/27/18 Costco's = \$33.26 for fruit and chips**  
**4/26/18 Vons = \$16.95 for sodas and water 4/21/18 Costco's = \$116.78 for fruit, cookies and heath bars**
  - b. **Balance due to Ricoh for services rendered in January 2018 for \$234.75 (invoice attached)**
  - c. **Items previously approved by Board but have not been purchased; as per Treasurer's manual; “Check Payment requests must be submitted by the Treasurer within 45 days of the Board approval vote or before June 1 of the fiscal year, whichever is sooner”**
    - a. **Supplies from Office Depot= \$771.91; bottled waters, name tents, cartridges for color printer (itemized detailed order attached)**
    - b. **Epromos = \$1654.36 promotional item (700 pcs) Ear Buds in case with PICO NC logo and website printed on case**
    - c. **Renewal of GoDaddy hosting \$95.88**
  - d. **Update on Carnival Festival for June 2, 2018 @ Saturn Elementary School**
  - e. **Review of Budget for 2017 - 2018 Fiscal Year – Motion to increase LAUSD June 2, 2018 Spring Carnival Rental from \$1,500 to \$2,100 using reallocation of overestimated AppleOne expense (\$270) and AAA Stage rental (\$350) previously approved.**



**6. Potential Community Impact Statement (*discussion / possible action*)**

- a. **Community Impact Statement (related to Council File 17-0002-S110) supporting Councilmember Koretz' motion to oppose any extension of the cutoff for alcohol sales to 4 a.m.** SB 384 proposed by State Senator Weiner, originally would have extended the current cutoff time for alcohol sales in California bars, restaurants, and nightclubs to 4:00 a.m. The bill was recently amended to direct a study of the safety and other concerns raised by the bill.  
Los Angeles City Councilmember Paul Koretz has made a motion (see Council File 17-0002-S110) that the City Council oppose SB 384 for the public health and safety reasons outlined in a report by the city's chief legislative analyst. The concept of bars and restaurants selling alcohol until 4:00 a.m. raises broad-based public health and safety concerns, the negative impacts on our area (given bars and restaurants on Pico, La Brea, La Cienega, Fairfax, Olympic and San Vicente) could be substantial. **(Attachments)**
- b. **Community Impact Statement (related to Council File 17-1426) supporting Councilmember Koretz' motion to requesting the City Attorney and Legislative Analyst review the legislative and regulatory opportunities for Sober Living group homes.**  
The South Carthay Neighborhood Association has issued a letter in support of Council Fire 17-1426. **(Attachment)**
- c. **SB 831 –Senator Scott Weiner wants to override local zoning and require approval of so-called “granny flats” in 20 days as a ministerial matter (no public input) and gives developer’s a right to sue, while eliminating the owner occupancy requirement, parking requirements, historic preservation and separate utility connections, which is a major safety issue.**
- d. **SB 1227 – Senator Nancy Skinner’s bill would require a density bonus to be provided if the development includes at least 20 percent of the total rental beds for students enrolled at an institution of higher education accredited by the Western Association of Schools and Colleges. It also would require that units be subject to a recorded affordability restriction of 55 years and be provided at the same affordability level as very low-income units and would set the density bonus to 35 percent.**

**7. Spring Carnival – June 2, 2018 – 12 noon to 3 p.m. Need for Board Member and other volunteers  
Mandatory Outreach Meeting for all Board Members and other volunteers on Wednesday, May 16, 2017 at 7:00 at CD-10 Office (*Discussion / possible action*)**

**8. February 14, 2018, March 14, 2018, and April 11, 2018 Draft Board Minutes (*discussion / possible action*)  
(Attachments)**

(Please submit proposed revisions in writing prior to meeting)

**9. Committee Updates/Reports (*discussion / possible action*) (3 min)**

- a. Bylaws
- b. Communication
- c. Education
- d. Land Use – Land Use Forum / Disaster Preparedness Forum
- e. Ad Hoc Committee on development, planning, zoning, building & safety affecting our neighborhood
- f. Outreach
- g. Animal Services Liaison (April Barnett)
- h. Civilian Police Advisory Board Liaison
- i. FilmLA Liaison (April Barnett)
- j. Marijuana (Cannabis) Regulatory Framework Liaison (Sharon Christie)
- k. Purposeful Aging Liaison (Reed McLurkin)
- l. Bureau Of Street Services Liaison (Brad S. Kane)

(If additional time needed, it must be requested in the Executive Board Meeting.)

**10. Land Use Pending Cases/Issues (*discussion/possible action*):**

- a. **SB 827, 828, and 831 Update**
- b. **See Land Use Attachment For Other Pending Cases/Issues (Attachment)**

**11. Budget Advocates' Requested Motion (*Discussion / possible action*)**

Proposed motion: The \_\_\_\_\_ Neighborhood Council hereby supports the work of the Neighborhood Council Budget Advocates and their 2018 White Paper and approve the filing of a Community Impact Statement for Council file 18-0600, **See Attachments**  
The entire White Paper can be found at <http://www.shermanoaksn.org/docs/34483290-5938.pdf>

**12. Need Proof of Ethics and Finance Training And Completion of Code of Conduct For Each Board And Committee Member as well as Voting Alternates (Discussion / possible action)**

Note: Ethics Training of Less Than 2 Hours will be rejected / Please send to directly to Committee Chairs

**13. Open Officer Positions / Board Seats / Committee Seats / Liaisons Confirmation: (discussion / possible action) NOTE: All Board and Committee Members must complete: (i) Ethics Training; (ii) Finance Training; and (iii) sign the Code of Conduct. Committee Chairs/Co-Chairs Are Responsible To Ensure Compliance**

- a. PICO NC Board Vice President / Secretary
- b. Community Interest
- c. At Large (1)
- d. Youth Rep
- e. Business Rep # 2
- f. New Land Use Committee Members
- g. Civilian Police Advisory Board Liaison
- h. Jeff Girten's Resignation from General Board and all committees, including Land Use Seat with voting rights. Jeff is currently holds our Education Rep. # 2 seat

**13. Use of Pico Kiosks (Discussion/possible action)**

What are they being used for now? Who authorizes the use? Should they advertise PICO NC meetings/events? Who has the keys?

**14. Announcements**

- a. The Community Police Advisory Board is looking for community members to attend their monthly C-PAB meetings held every 3rd Thursday of the month and ultimately become participating members. The next C-PAB meeting is Thursday, May 17, 2018 at 7pm at the Wilshire Station on Venice Blvd.
- b. Want to have the PICO NC Agendas emailed to you automatically? Subscribe at:  
<https://www.lacity.org/yourgovernment/council-votes/subscribe-meetingagendas/neighborhood-councils>

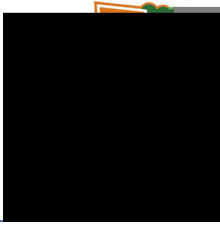
**15. Adjournment**

*Comments from the public on other matters, not appearing on the agenda but within the Board's subject matter jurisdiction, will be heard during the Public Comment period. Public comment is limited to 2 minutes per speaker, unless waived by the presiding officer of the Board or committee chair.*

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**P.I.C.O. NEIGHBORHOOD COUNCIL**

5651 Pico Blvd #102, Los Angeles 90019

(323) 521.9080

[www.piconc.com](http://www.piconc.com)

EMAIL: [info@piconc.com](mailto:info@piconc.com)



**GENERAL BOARD MEETING AGENDA**

**1762 S. La Cienega Blvd., Los Angeles 90035**

**Wednesday: May 9, 2018**

**7:00 to 9:00 pm**

PRESIDENT  
Brad Kane

COMMUNICATIONS DIRECTOR  
Rich Mannino

TREASURER

David Dahlke

OUTREACH CHAIR

Hydee Feldstein

LAND USE CO-CHAIRS

David Dahlke

Hydee Feldstein

EDUCATION CHAIR  
Sylvester Robertson

1. **Call To Order**
2. **“Ways of Working”** (Standards on which we agreed to hold ourselves & each other accountable)
  - NO CROSS TALK (*no interruptions or sidebar conversations while someone has the floor*)
  - Listen and respond respectfully to others’ ideas/opinions - even if you disagree
  - It’s OK to disagree (*just express it respectfully*)
  - Say what you mean, mean what you say (*be honest and forthcoming - no innuendo or code*)
  - Generosity of spirit (*conduct ourselves with good intentions and assume good intentions in others*)
  - Separate the message from the messenger (*don’t make it personal*)
  - Exhibit appreciation, interest, and empathy for different backgrounds and perspectives
  - “Own” your mistakes / forgive others’ mistakes / demonstrate effort to fix mistakes
  - Be informed (*ask for clarification or info; don’t be offended or rude if others ask you for it*)
  - Be active listeners (*paraphrase to show – or ask whether – you understand someone correctly*)
  - *Each Board member shall be limited to 1 comment of up to 2 mins per agenda item.*
3. **Public Comment (2 minutes per speaker)**
4. **Government Speakers (3 minutes each)**

Welcome to Mario Hernandez – Our New Neighborhood Empowerment Advocate  
Status of Enforcement re: Unlicensed Cannabis Dispensaries on PICO
5. **Finance (*discussion / possible action on items a through e*)** Please review attachments in advance due to time constraints (Items A through E unanimously recommended by Finance Committee For Approval)
  - a. **Board Reimbursement for Agnes Copeland total \$173.55 (receipts attached)**  
**Reimbursement for items purchased from Costco’s and Vons for refreshments for Land Use and CERT Forums**  
**Details: 4/28/18 Vons = \$6.56 for ice 4/27/18 Costco’s = \$33.26 for fruit and chips**  
**4/26/18 Vons = \$16.95 for sodas and water 4/21/18 Costco’s = \$116.78 for fruit, cookies and heath bars**
  - b. **Balance due to Ricoh for services rendered in January 2018 for \$234.75 (invoice attached)**
  - c. **Items previously approved by Board but have not been purchased; as per Treasurer’s manual; “Check Payment requests must be submitted by the Treasurer within 45 days of the Board approval vote or before June 1 of the fiscal year, whichever is sooner”**
    - a. **Supplies from Office Depot= \$771.91; bottled waters, name tents, cartridges for color printer (itemized detailed order attached)**
    - b. **Epromos = \$1654.36 promotional item (700 pcs) Ear Buds in case with PICO NC logo and website printed on case**
    - c. **Renewal of GoDaddy hosting \$95.88**
  - d. **Update on Carnival Festival for June 2, 2018 @ Saturn Elementary School**
  - e. **Review of Budget for 2017 - 2018 Fiscal Year – Motion to increase LAUSD June 2, 2018 Spring Carnival Rental from \$1,500 to \$2,100 using reallocation of overestimated AppleOne expense (\$270) and AAA Stage rental (\$350) previously approved.**
6. **Potential Community Impact Statement (*discussion / possible action*)**
  - a. **Community Impact Statement (related to Council File 17-0002-S110) supporting Councilmember Koretz’ motion to oppose any extension of the cutoff for alcohol sales to 4 a.m. SB 384 proposed**

by State Senator Weiner, originally would have extended the current cutoff time for alcohol sales in California bars, restaurants, and nightclubs to 4:00 am. The bill was recently amended to direct a study of the safety and other concerns raised by the bill.

Los Angeles City Councilmember Paul Koretz has made a motion (see Council File 17-0002-S110) that the City Council oppose SB 384 for the public health and safety reasons outlined in a report by the city's chief legislative analyst. The concept of bars and restaurants selling alcohol until 4:00 a.m. raises broad-based public health and safety concerns, the negative impacts on our area (given bars and restaurants on Pico, La Brea, La Cienega, Fairfax, Olympic and San Vicente) could be substantial. **(Attachments)**

- b. **Community Impact Statement (related to Council File 17-1426) supporting Councilmember Koretz' motion to requesting the City Attorney and Legislative Analyst review the legislative and regulatory opportunities for Sober Living group homes.**

The South Carthay Neighborhood Association has issued a letter in support of Council Fire 17-1426. **(Attachment)**

- c. **SB 831 –Senator Scott Weiner wants to override local zoning and require approval of so-called “granny flats” in 20 days as a ministerial matter (no public input) and gives developer’s a right to sue, while eliminating the owner occupancy requirement, parking requirements, historic preservation and separate utility connections, which is a major safety issue.**

- d. SB 1227 – Senator Nancy Skinner’s bill would require a density bonus to be provided if the development includes at least 20 percent of the total rental beds for students enrolled at an institution of higher education accredited by the Western Association of Schools and Colleges. It also would require that units be subject to a recorded affordability restriction of 55 years and be provided at the same affordability level as very low-income units and would set the density bonus to 35 percent.

7. **Spring Carnival – June 2, 2018 – 12 noon to 3 p.m. Need for Board Member and other volunteers**  
**Mandatory Outreach Meeting for all Board Members and other volunteers on Wednesday, May 16, 2017 at 7:00 at CD-10 Office (Discussion / possible action)**

8. **February 14, 2018, March 14, 2018, and April 11, 2018 Draft Board Minutes (discussion / possible action)**  
**(Attachments)**

(Please submit proposed revisions in writing prior to meeting)

9. **Committee Updates/Reports (discussion / possible action) (3 min)**

- a. Bylaws
- b. Communication
- c. Education
- d. Land Use – Land Use Forum / Disaster Preparedness Forum
- e. Ad Hoc Committee on development, planning, zoning, building & safety affecting our neighborhood
- f. Outreach
- g. Animal Services Liaison (April Barnet)
- h. Civilian Police Advisory Board Liaison
- i. FilmLA Liaison (April Barnet)
- j. Marijuana (Cannabis) Regulatory Framework Liaison (Sharon Christie)
- k. Purposeful Aging Liaison (Reed McLurkin)
- l. Bureau Of Street Services Liaison (Brad S. Kane)

(If additional time needed, it must be requested in the Executive Board Meeting.)

10. **Land Use Pending Cases/Issues (discussion/possible action):**

- a. **SB 827, 828, and 831 Update**
- b. **See Land Use Attachment For Other Pending Cases/Issues (Attachment)**

11. **Budget Advocates' Requested Motion (Discussion / possible action)**

Proposed motion: The \_\_\_\_\_ Neighborhood Council hereby supports the work of the Neighborhood Council Budget Advocates and their 2018 White Paper and approve the filing of a Community Impact Statement for Council file 18-0600, **See Attachments**

The entire White Paper can be found at <http://www.shermanoaksn.org/docs/34483290-5938.pdf>

**12. Need Proof of Ethics and Finance Training And Completion of Code of Conduct For Each Board And Committee Member as well as Voting Alternates (Discussion / possible action)**

Note: Ethics Training of Less Than 2 Hours will be rejected / Please send to directly to Committee Chairs

**13. Open Officer Positions / Board Seats / Committee Seats / Liaisons Confirmation: (discussion / possible action) NOTE: All Board and Committee Members must complete: (i) Ethics Training; (ii) Finance Training; and (iii) sign the Code of Conduct. Committee Chairs/Co-Chairs Are Responsible To Ensure Compliance**

- a. PICO NC Board Vice President / Secretary
- b. Community Interest
- c. At Large (1)
- d. Youth Rep
- e. Business Rep # 2
- f. New Land Use Committee Members
- g. Civilian Police Advisory Board Liaison
- h. Jeff Girtten's Resignation from General Board and all committees, including Land Use Seat with voting rights. Jeff is currently holds our Education Rep. # 2 seat

**13. Use of Pico Kiosks (Discussion/possible action)**

What are they being used for now? Who authorizes the use? Should they advertise PICO NC meetings/events? Who has the keys?

**14. Announcements**

- a. The Community Police Advisory Board is looking for community members to attend their monthly C-PAB meetings held every 3rd Thursday of the month and ultimately become participating members. The next C-PAB meeting is Thursday, May 17, 2018 at 7pm at the Wilshire Station on Venice Blvd.
- b. Want to have the PICO NC Agendas emailed to you automatically? Subscribe at:  
<https://www.lacity.org/yourgovernment/council-votes/subscribe-meetingagendas/neighborhood-councils>

**15. Adjournment**

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**Subject:** PRA - CASE #22157  
**From:** Mario Hernandez <mario.hernandez@lacity.org>  
**To:** ELA PRA <ela.pra@lacity.org>  
**Date Sent:** Tuesday, July 3, 2018 4:35:20 PM GMT-07:00  
**Date Received:** Tuesday, July 3, 2018 4:36:02 PM GMT-07:00

---

Thank you.

Mario Hernandez  
Neighborhood Council Advocate

**Department of Neighborhood Empowerment**  
200 N. Spring Street, Suite 2005  
Los Angeles, CA 90012  
Office | (213) 473-7472 Fax | (213) 978-1751  
Email | [Mario.Hernandez@LACity.org](mailto:Mario.Hernandez@LACity.org) Web | [www.EmpowerLA.org](http://www.EmpowerLA.org)



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NEIGHBORHOOD EMPOWERMENT



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**EMPOWERLA LEADERSHIP ACADEMY**

## Forwarded conversation

**Subject: RE: Department Follow Up**

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From: **Chapman, Lisa** <[REDACTED]@[REDACTED].ucla.edu>  
Date: Fri, Apr 27, 2018 at 3:39 PM  
To: Gibson Nyambura <[gibson.nyambura@lacity.org](mailto:gibson.nyambura@lacity.org)>  
Cc: Grayce Liu <[grayce.liu@lacity.org](mailto:grayce.liu@lacity.org)>, Mike Fong <[mike.fong@lacity.org](mailto:mike.fong@lacity.org)>, Darren Martinez <[darren.martinez@lacity.org](mailto:darren.martinez@lacity.org)>, Semee Park <[semee.park@lacity.org](mailto:semee.park@lacity.org)>, "[jasmine.shamolian@lacity.org](mailto:jasmine.shamolian@lacity.org)" <[jasmine.shamolian@lacity.org](mailto:jasmine.shamolian@lacity.org)>, "[westwoodnc@googlegroups.com](mailto:westwoodnc@googlegroups.com)" <[westwoodnc@googlegroups.com](mailto:westwoodnc@googlegroups.com)>, Terry Tegnazian <[REDACTED]>, "[Carole H. Magnuson](mailto:Carole.H.Magnuson@empowerla.org)" <[REDACTED]>, "[Commission@Empowerla.org](mailto:Commission@Empowerla.org)" <[Commission@empowerla.org](mailto:Commission@empowerla.org)>, "[mayor.garcetti@lacity.org](mailto:mayor.garcetti@lacity.org)" <[mayor.garcetti@lacity.org](mailto:mayor.garcetti@lacity.org)>, "[councilmember.wesson@lacity.org](mailto:councilmember.wesson@lacity.org)" <[councilmember.wesson@lacity.org](mailto:councilmember.wesson@lacity.org)>, "[paul.koretz@lacity.org](mailto:paul.koretz@lacity.org)" <[paul.koretz@lacity.org](mailto:paul.koretz@lacity.org)>

Gibson and DONE,

"Findings presented in the Department's report and based on evidence obtained at the public hearing on the matter" ?? Now this is interesting. So now you are telling us that even though BONC makes the ultimate decision, it is now based on DONE's report? Is that who you mean by "Department"?



“Based on the absence of sufficient demonstrable evidence, the Department does not agree that the area may be shared”? What absence of evidence do you mean? We are just following the language of the Article, and we have reached a different conclusion.

“Unintended consequences of having Neighborhood Councils make a land grab” ? You mean just like the way you all allowed a student led organization to come in and grab land away from a high functioning Neighborhood Council?

We will be happy to provide all the details you wish. Please let us know the procedure by which this is done, to whom it is presented to, and when any public hearing takes place.

Everything you have said up to this point is considered suspect, and frankly hostile.

Please send our council DETAILED information on how our case for sharing the Village is to be presented for evaluation. **When, Where, and HOW**. I will ask that this be sent to us by TUESDAY of next week, at the latest. Please do not leave out any details, as we will hold you accountable for such.

Thank you,

Lisa Chapman

President, Westwood Neighborhood Council

**From:** Gibson Nyambura <[gibson.nyambura@lacity.org](mailto:gibson.nyambura@lacity.org)>

**Sent:** Friday, April 27, 2018 3:17 PM

**Subject:** Department Follow Up

Good afternoon Westwood Neighborhood Council,

We apologize for the confusion over this matter. Ultimately, the Board of Neighborhood Commissioners makes the final determination on boundaries based on the findings presented in the Department's report and based on the evidence obtained at the public hearing on the matter. As we previously stated, the Department has not been presented sufficient evidence that would support making a recommendation to the Commission for Westwood Village to be a shared boundary. According to the Office of the City Attorney, if the subdivision is granted, the Board of Neighborhood Commissioners ("Commission") will be required to make factual findings supported by sufficient evidence that any overlap is "designed for a public use, such as a park, school, library, police or fire station, major thoroughfare, or contains a landmark or facility with historical significance." (Plan for a Citywide System of Neighborhood Councils Art. III § (2) (a).) Based on the absence of sufficient demonstrable evidence, the Department does not agree that the area may be shared.

In addition, the Department would not be supportive of including large swaths of the City into shared areas absent specific and detailed findings. The general argument that an area is historical without further specific evidence for the landmarks or facilities in the area could lead to unintended consequences of having Neighborhood Councils make a land grab throughout the City. Los Angeles has large swaths, if not its entirety, that could be considered historical as a general matter. The Department would not support recommending to the Commission that it include shared areas based on the general argument that an area is "historical" without additional and specific evidence for each facility and landmark therein.

Thank you and have a good weekend.

--

Gibson Nyambura

Neighborhood Council Advocate

Department of Neighborhood Empowerment

[200 N. Spring Street, Suite 2005](#)

[Los Angeles, CA 90012](#)

Office | [213-978-1551](#) Fax | [213-978-1751](#)

Email | [EmpowerLA@lacity.org](mailto:EmpowerLA@lacity.org) Web | [www.EmpowerLA.org](http://www.EmpowerLA.org)



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-----  
From: **Chapman, Lisa** <[REDACTED]@[REDACTED].ucla.edu>  
Date: Wed, May 2, 2018 at 5:19 PM



To: Gibson Nyambura <[gibson.nyambura@lacity.org](mailto:gibson.nyambura@lacity.org)>  
Cc: "jasmine.shamolian@lacity.org" <[jasmine.shamolian@lacity.org](mailto:jasmine.shamolian@lacity.org)>, "westwoodnc@googlegroups.com" <[westwoodnc@googlegroups.com](mailto:westwoodnc@googlegroups.com)>, Terry Tegnazian <[terry.tegnazian@lacity.org](mailto:terry.tegnazian@lacity.org)>, "Carole H. Magnuson" <[carole.h.magnuson@lacity.org](mailto:carole.h.magnuson@lacity.org)>, "Grayce Liu" <[grayce.liu@lacity.org](mailto:grayce.liu@lacity.org)>, Mike Fong <[mike.fong@lacity.org](mailto:mike.fong@lacity.org)>, Darren Martinez <[darren.martinez@lacity.org](mailto:darren.martinez@lacity.org)>, "Commission@Empowerla.org" <[Commission@empowerla.org](mailto:Commission@empowerla.org)>, "Eli Lipmen" <[commissionerlipmen@gmail.com](mailto:commissionerlipmen@gmail.com)>, "mayor.garcetti@lacity.org" <[mayor.garcetti@lacity.org](mailto:mayor.garcetti@lacity.org)>

Oh, Thanks Gibson. I'm pretty sure my comment on hostility has to do with information that has been asked for by us from your department, and that is continuously ignored and not given.

Please advise how DONE can write a report without having the full measure of criteria. I specifically asked in my email of April 27<sup>th</sup>, for you to provide HOW and to WHOM we provide the information to DONE and BONC about how we absolutely DO qualify (in every way) to share boundaries of Westwood Village, Westwood Hills, and the annexed part of the Persian business community South of Wilshire.

I know that DONE would certainly not want to write any kind of report without first seeing and studying all of our findings on these shared boundary areas, correct? Of course not! So hence my question of how that process works, and the timeline, should the election not be in our favor. That is what I have asked for, and expect your department to provide, sooner, rather than later.

You do recall a letter sent to our council by Mike Fong stating that we would be reached to provide input as to the election day of the subdivision? Well, that was in writing, and we were never "reached out to" by your department, even though it was written that would be done. So trust in these matters only goes so far. In my personal opinion, I do not trust your department in any matter based on what we have experienced at the hands of your leaders.

So, since DONE is now writing a report that will then be considered by BONC, you will in no way rely upon the opinion of the City Attorney, correct? Because Darren Martinez specifically said they DO NOT weigh in on these matters. Please assure us of that.

I will await the details that I have asked for since April 27<sup>th</sup> 2018.

Thank you,

Lisa

**From:** Gibson Nyambura <[gibson.nyambura@lacity.org](mailto:gibson.nyambura@lacity.org)>

**Sent:** Wednesday, May 02, 2018 4:56 PM

**To:** Chapman, Lisa <[REDACTED]@[REDACTED].ucla.edu>

**Cc:** [iasmine.shamolian@lacity.org](mailto:iasmine.shamolian@lacity.org); [westwoodnc@googlearoups.com](mailto:westwoodnc@googlearoups.com); Terry Tegnazian

<[REDACTED]>  
<[REDACTED]>

Carole H. Magnuson ([REDACTED])

**Subject:** Re: Department Follow Up

Good afternoon Lisa,

Thank you for your email. Please note that when we are providing information, we do not have any intention to be or sound hostile.

This matter will only go forward to the Board of Neighborhood Commissioners if the outcome of the subdivision election creates the new Neighborhood Council. At that time, we will write a report to the Commission with our recommendations for the new bylaws, which includes the boundaries analysis. We will notify the Formation Committee and Westwood Neighborhood Council so you both will have the opportunity to speak at the Commission meeting.

Best,

**Subject:** PRA - CASE #22157  
**From:** Mario Hernandez <mario.hernandez@lacity.org>  
**To:** ELA PRA <ela.pra@lacity.org>  
**Date Sent:** Tuesday, July 3, 2018 4:34:58 PM GMT-07:00  
**Date Received:** Tuesday, July 3, 2018 4:35:39 PM GMT-07:00

---

Thank you.

Mario Hernandez  
Neighborhood Council Advocate

**Department of Neighborhood Empowerment**  
200 N. Spring Street, Suite 2005  
Los Angeles, CA 90012  
Office | (213) 473-7472 Fax | (213) 978-1751  
Email | [Mario.Hernandez@LACity.org](mailto:Mario.Hernandez@LACity.org) Web | [www.EmpowerLA.org](http://www.EmpowerLA.org)



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**EMPOWERLA LEADERSHIP ACADEMY**

----- Forwarded message -----

**From:** Chapman, Lisa <[REDACTED]@[REDACTED].ucla.edu>  
**Date:** Mon, Apr 23, 2018 at 3:56 PM  
**Subject:** FW: Meeting next month / May 9th  
**To:** "Commission@Empowerla.org" <[Commission@empowerla.org](mailto:Commission@empowerla.org)>

---

**From:** Chapman, Lisa  
**Sent:** Monday, April 23, 2018 3:48 PM  
**To:** 'Mike Fong' <[mike.fong@lacity.org](mailto:mike.fong@lacity.org)>  
**Cc:** [REDACTED] bso Grayce Liu <[grayce.liu@lacity.org](mailto:grayce.liu@lacity.org)>; Sandy Brown  
([REDACTED] <[REDACTED]> Win ([REDACTED] rg)  
<[REDACTED] Stephen Resnick ([REDACTED] gnazian  
<[REDACTED] Carole H. Magnuson ([REDACTED] <[REDACTED]>  
**Subject:** RE: Meeting next month / May 9th

Mike,

That in no way answered my question. Are you coming to our meeting?

Secondly, what you have pasted in here is a portion of what was sent by Gibson in his email to our entire council. It was stated that the City Attorney made this determination, which as we found out, was not the case.

With the criteria set forth in the article, we DO meet all of those criteria.....Fire station, multiple major thoroughfares, many historical buildings, and landmarks. All of Westwood Village is designed for public use. It was also detailed in the motion we passed by our council last month, unanimously.

So please address the question asked, specifically, and please advise if you will be attending our meeting on May 9<sup>th</sup>. We have asked multiple times over the past several months.

The disdain to which we have been treated by your office is quite concerning, and we would like to discuss.

Thank you,

Lisa

**From:** Mike Fong <[mike.fong@lacity.org](mailto:mike.fong@lacity.org)>  
**Sent:** Monday, April 3, 2017 3:30 PM  
**To:** Chapman, Lisa <[REDACTED]@[REDACTED].ucla.edu>  
**Cc:** [REDACTED] bso; Grayce Liu <[grayce.liu@lacity.org](mailto:grayce.liu@lacity.org)>; Sandy Brown <[REDACTED]@[REDACTED].rg>; Stephen Resnick <[REDACTED]@[REDACTED].gnazian>; Carole H. Magnuson <[REDACTED]>  
**Subject:** Re: Meeting next month / May 9th

Hi Lisa,

Hope you are doing well.

Thank you very much for your email.

The boundary adjustments for shared resources will not be considered until the conclusion of the subdivision election when we know whether or not there will be a North Westwood Neighborhood Council. Also, please note that Westwood Village cannot be a shared because only areas designed for public use, such as a park, school, library, police or fire station, major thoroughfare, or contains a landmark or facility with historical significance, can be shared between Neighborhood Councils. Although Westwood Village may have a landmark or facility with historical significance within the area, it does not qualify the whole village as a shareable asset

Thanks!

Best,

Mike

On Mon, Apr 23, 2018 at 2:56 PM, Chapman, Lisa <[REDACTED]@[REDACTED]ucla.edu> wrote:

Hi Mike, Grayce, and Gibson,

We still have not heard back about whether the three of you will be attending our May 9<sup>th</sup> meeting. Please advise why we have not heard back about this.

Secondly, I have repeatedly asked why we were given erroneous information that supposedly came from the City Attorney's office about shared resource areas, in this case, Westwood Village.

As Darren Martinez pointed out, they do not weigh in on that, so we are trying to figure out how this information was relayed to us.

I am not sure why I have to constantly repeat my questions to you, they are legitimate questions, and we are asking for an explanation.

Please advise ASAP.

Thanks,

Lisa

Lisa Chapman, MSO II

Practice Manager

UCLA Health

[2001 Santa Monica Blvd. Ste 370/380](#)

[Santa Monica, CA 90404](#)

Cell: [REDACTED]

[REDACTED]@ [REDACTED] [ucla.edu](mailto:[REDACTED]@ucla.edu)



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--

Mike Fong  
Director of Policy and Government Relations

Department of Neighborhood Empowerment / Empower LA

[200 North Spring Street, Suite 2005](#)

[Los Angeles, CA 90012](#)

(213) 978-1551  
[mike.fong@lacity.org](mailto:mike.fong@lacity.org)

Web | [www.EmpowerLA.org](http://www.EmpowerLA.org)

**Subject:** PRA - CASE #22157  
**From:** Mario Hernandez <mario.hernandez@lacity.org>  
**To:** ELA PRA <ela.pra@lacity.org>  
**Date Sent:** Tuesday, July 3, 2018 4:34:38 PM GMT-07:00  
**Date Received:** Tuesday, July 3, 2018 4:35:20 PM GMT-07:00

---

Thank you.

Mario Hernandez  
Neighborhood Council Advocate

**Department of Neighborhood Empowerment**  
200 N. Spring Street, Suite 2005  
Los Angeles, CA 90012  
Office | (213) 473-7472 Fax | (213) 978-1751  
Email | [Mario.Hernandez@LACity.org](mailto:Mario.Hernandez@LACity.org) Web | [www.EmpowerLA.org](http://www.EmpowerLA.org)



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**EMPOWERLA LEADERSHIP ACADEMY**

## Forwarded conversation

**Subject: FW: Department Follow Up**

-----  
**From:** Chapman, Lisa <[REDACTED]@[REDACTED].ucla.edu>  
**Date:** Wed, Apr 18, 2018 at 11:49 AM  
**To:** "Commission@Empowerla.org" <[Commission@empowerla.org](mailto:Commission@empowerla.org)>

---

**From:** Chapman, Lisa  
**Sent:** Wednesday, April 18, 2018 10:44 AM  
**To:** 'Gibson Nyambura' <[gibson.nyambura@lacity.org](mailto:gibson.nyambura@lacity.org)>; '[westwoodnc@googlegroups.com](mailto:westwoodnc@googlegroups.com)' <[westwoodnc@google.com](mailto:westwoodnc@google.com)>; '[keiter@gmail.com](mailto:keiter@gmail.com)' <[m\[REDACTED\]@ucla.edu](mailto:m[REDACTED]@ucla.edu)>  
**Cc:** [REDACTED] Carole H. Magnuson ([REDACTED]) <[\[REDACTED\]@lacity.org](mailto:[REDACTED]@lacity.org)>; '[grayce.liu@lacity.org](mailto:grayce.liu@lacity.org)'; Mike Fong <[mike.fong@lacity.org](mailto:mike.fong@lacity.org)>; '[jasmine.shamolian@lacity.org](mailto:jasmine.shamolian@lacity.org)' <[jasmine.shamolian@lacity.org](mailto:jasmine.shamolian@lacity.org)>; '[paul.koretz@lacity.org](mailto:paul.koretz@lacity.org)' <[paul.koretz@lacity.org](mailto:paul.koretz@lacity.org)>  
**Subject:** RE: Department Follow Up

Hi Gibson,

I am writing this to you on Wednesday, April 18, one full week since our last board meeting where we discussed many things, all of which you told us you would be getting back to us by Friday. I didn't hear from you on Friday and sent you an email. We still have not heard one word from you about any of the items we discussed at the board meeting and via emails after that meeting, even after two more email requests from me for you to contact us.

According to DONE's rules of conduct, this kind of thing isn't supposed to happen. You are required to answer our questions and stay in contact with us as our DONE representative, is that not correct? This lack of communication to us by your office is not right, and not proper.

So let me remind you of what we are seeking answers to:

1). Per your letter below, you talk of the 2 community meetings. We are unsure if you mean two TOTAL community meetings or two in our boundaries and two in WW Forward's boundaries. Your department has not discussed this detail with us. We see that there has been a meeting scheduled at Damoka Rug, which is a business on Westwood Blvd that is currently in our boundaries, and proposed to be in NWWNC boundaries if they win an election. The issue, as very clearly stated to you is that this is a business that has NO parking available, so it should NOT be a proper site to house a community meeting. The reason that NWWNC formation cmte has asked for this location is that it is owned and operated by Alex Helmi, who is a very vocal supporter of WW Forward. A community meeting should be held in a place where public parking is available, and we believe should not be held by a private business that is clearly supporting one side, both privately and publicly. There is NO available metered parking there, it is scarce on any day of the week. This is NOT an appropriate venue and we have asked that it be moved. Please clarify how many community meetings there are to be scheduled, and what you will be doing to choose these sites. We were told we would be a part of that process, but just as we were told by Mike Fong, that we would be a part of the process for choosing the election date, we clearly were not.

2). I emailed you, as promised, on Thursday, April 12, 2018 after getting confirmation from the Westwood Presbyterian Church that we could NOT do the election there, so I told you to go ahead with the Westwood Rec Center, which you said had been reserved by the City Clerk. I asked for confirmation of that and if they had made full arrangement with the park manager and staff. There is a reason for seeking that confirmation, we need to let our stakeholders know where the election sites are NOW, and at our second to last election at the park, no one showed up to open doors or have the community room available. We had to have the election in the hallways. We want to make sure everything has been asked for and will be ready to go. The election is just a month away.

3). We have asked both Grayce Liu and Mike Fong to attend our last two monthly board meetings, and they have chosen not to do so. We have asked again to have them be at our meeting on May 9<sup>th</sup>. We have heard nothing back from you on this. It is important that they be there. They seem to have chosen to have you represent the department's viewpoints over the past many weeks, yet now, we are not even hearing from YOU. You have been ill-prepared at our meetings when we have questions, even those submitted in advance of the meeting, so having Grayce and Mike there will be very important.

4). We have asked for explanation from the City Attorney about our qualifications for having Westwood Village be a "shared resource" between the two councils, should WW Forward win their election. We qualify under every criteria for shared resources in Article 3, which is familiar to you, Mike, Grayce, and the City Attorney, per Sandy Brown's letter and our unanimously passed boundary resolution of last week. It was of great concern that you mentioned last week that it would be discussed after the election, and if WW



Forward won, that they could “agree” to shared boundaries. That is not proper, nor listed anywhere in Article 3 or in the subdivision rules. We qualify in every way to share Westwood Village, and just because a group has come in to try and take it, does not make the fact that it is in our boundaries any different. They have no say on whether it is a shared boundary area, it meets all the criteria to be one. Please get that explanation to us as you promised.

It is of great concern, and also huge disappointment that we find ourselves in this situation, Gibson. We have been asking for your department’s feedback and replies, and we receive nothing. How is this reasonable or proper? You are there solely to support Neighborhood Councils. WE ARE NOT BEING SUPPORTED BY YOU, OR DONE!

Please get back to us today.

Thanks,

Lisa Chapman

President, Westwood Neighborhood Council

**From:** Gibson Nyambura <[gibson.nyambura@lacity.org](mailto:gibson.nyambura@lacity.org)>

**Sent:** Friday, April 06, 2018 5:51 PM

**To:** Westwood NC <[WWNC@empowerla.org](mailto:WWNC@empowerla.org)>

**Subject:** Department Follow Up

Good afternoon Westwood Neighborhood Council,

Thank you for agendizing the boundary adjustment to include the cemetery for our April 11, 2018 meeting. If it passes, we will work with the board to submit a boundary adjustment application to the Board of Neighborhood Commissioners, which will hopefully pass prior to the subdivision election. The other boundary adjustments for shared resources will not be considered until the conclusion of the subdivision election when we know whether or not there will be a North Westwood Neighborhood Council. Also, please note that Westwood Village cannot be a shared because only areas designed for public use, such as a park, school, library, police or fire station, major thoroughfare, or contains a landmark or facility with historical significance, can be shared between Neighborhood Councils. Although Westwood Village may have a landmark or facility with historical significance within the area, it does not qualify the whole village as a shareable asset per the Office of the City Attorney.

As for the May 22nd election date, we considered the issues for both the May 22nd and June 3rd date. Based on feedback we received from the Formation Committee and businesses, a weekend election date was harder because businesses would not be open and the June 3rd starts to encroach into the finals schedule for UCLA students. From those who supported the June 3rd date, the main concern was for those who could not go to a polling location because they worked. Because we could mitigate the concern for June 3rd more, we maintained the original May 22nd election date. We have worked with the City Clerk to extend polling hours from 4 to 6 hours and to conduct the election from 2 pm to 8 pm so those who work would have time to vote after work. In addition, because we could not offer online voting, City Clerk will have a vote-by-mail option as well for anyone who cannot vote at the polls.

We would like to schedule 2 community outreach meetings outside of the proposed North Westwood Neighborhood Council, but within the Westwood Neighborhood Council's existing boundaries in the next few months. In addition, we will need a polling location in this area as well for the May 22nd polling location. I am happy to take recommendations for dates and locations from board members during my time on the agenda unless the board wants to take formal action to select everything. In that case, the board can call a special meeting for April 11th to take this action.

Thank you for your assistance.

Best,

Gibson Nyambura  
Project Coordinator  
Department of Neighborhood Empowerment  
[14410 Sylvan Street](#)  
Van Nuys, CA 91406  
Tel: 818-374-9898

---

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-----  
From: **Chapman, Lisa** <[REDACTED]@[REDACTED]ucla.edu>  
Date: Fri, Apr 20, 2018 at 9:32 AM  
To: "Commission@Empowerla.org" <[Commission@empowerla.org](mailto:Commission@empowerla.org)>

On Apr 20, 2018, at 9:18 AM, Chapman, Lisa <[REDACTED]@[REDACTED]ucla.edu> wrote:

Mike,

I have now asked in several emails for you to comment on the public meeting at Damoka. We have not heard your response to this, and are asking for it now.

Please advise this morning.

Thanks,

Lisa

---

**From:** Chapman, Lisa  
**Sent:** Thursday, April 19, 2018 10:23 AM  
**To:** 'Mike Fong' <[mike.fong@lacity.org](mailto:mike.fong@lacity.org)>

**Cc:** Gibson Nyambura <[gibson.nyambura@lacity.org](mailto:gibson.nyambura@lacity.org)>; '[westwoodnc@googlegroups.com](mailto:westwoodnc@googlegroups.com)' <[westwoodnc@googlegroups.com](mailto:westwoodnc@googlegroups.com)>

**Subject:** RE: FW: Department Follow Up

Hello Mike,

Thanks for your response, and for clarifying the number of meetings.

Yes, Belmont is a possibility as is the Church, we are actively working on some dates.

While I appreciate you summarizing the currently scheduled WW Forward meetings, you have not addressed the issue of Damoka. We have relayed, on several occasions, and with Gibson last week, that Damoka has NO parking, so it should not be considered as a meeting space that is open to the public to attend. There have been NO parking arrangements made, and I am really confused as to why you all are skirting this issue.

I was told these community meetings were to be accessible to the public. If this meeting place has no parking, it makes it non-accessible. I would like this to be addressed immediately.

And on the last note, I have had no response as to why we received a letter from Gibson regarding Westwood Village as a shared resource that was supposedly vetted by the City Attorney's office, when in fact, per Darren Martinez's email of yesterday, they are not responsible for that decision. Why did your office give us erroneous information on this? Please advise, as I find this to be incredibly misleading.

I look forward to hearing back from you.

Best regards,

Lisa

**From:** Mike Fong <[mike.fong@lacity.org](mailto:mike.fong@lacity.org)>

**Sent:** Thursday, April 8,

**To:** Chapman, Lisa <[REDACTED]@[REDACTED].ucla.edu>

**Cc:** Gibson Nyambura <[gibson.nyambura@lacity.org](mailto:gibson.nyambura@lacity.org)>

**Subject:** Re: FW: Department Follow Up

Good morning Lisa,

Hope you are doing well. Thank you very much for your email.

There will be four community meetings (two in proposed North Westwood NC area) and two meetings in Westwood NC area (not in proposed North Westwood boundaries).

Please advise of possible locations for the meetings in the Westwood NC area that are not in proposed North Westwood NC area. Would a community meeting at Belmont Village Senior Center be a possible location for a community meeting?

Community meetings currently set up are as follows:

### Community Meeting

Wednesday April 25th at 5:30pm

Damoka

[1424 Westwood Blvd.](#)

[Los Angeles, CA 90024](#)

### Community Meeting

Tuesday, May 8th at 5 pm

Ackerman Bruin Viewpoint Room. (Located on the A-level of Ackerman student union)

[308 Westwood Plaza](#)

[LA, CA 90095](#)

Parking has been arranged for the meeting at Ackerman in Parking Structure 4 located on the north side of our campus. The entrance to the structure is located on Westwood Plaza off of Sunset Blvd.

Guests should let the attendants know they are here for the **meeting** (#544336) and guests will be issued a permit to park in the structure.

The Ackerman Union building is located above the parking structure, just south of Bruin Plaza.

Vote by Mail forms are also currently available at <https://clerkappsele.lacity.org/vbmreg/#/vbm> and may be requested up to 7 days (May 15) prior to the election on May 22.

There will be a polling location at Westwood Recreation Center Room C on May 22 from 2 pm - 8 pm. ( 1350 S Sepulveda Blvd, Los Angeles, CA 90025)

Thank you very much.

Best,

Mike

On Wed, Apr 18, 2018 at 5:13 PM, Chapman, Lisa <[REDACTED]@[REDACTED]ucla.edu> wrote:

Thank you very much Mr. Martinez.

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

Best regards,

Lisa

**From:** Darren Martinez <[darren.martinez@lacity.org](mailto:darren.martinez@lacity.org)>

**Sent:** Wednesday, April 18, 2018, 5:13 PM

**To:** Chapman, Lisa <[REDACTED]@[REDACTED]ucla.edu>

**Cc:** Grayce Liu <[grayce.liu@lacity.org](mailto:grayce.liu@lacity.org)>; Semee Park <[semee.park@lacity.org](mailto:semee.park@lacity.org)>; Mike Fong <[mike.fong@lacity.org](mailto:mike.fong@lacity.org)>; Gibson Nyambura <[gibson.nyambura@lacity.org](mailto:gibson.nyambura@lacity.org)>; Carmen Hawkins <[carmen.hawkins@lacity.org](mailto:carmen.hawkins@lacity.org)>

**Subject:** Fwd: FW: Department Follow Up

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

Darren R. Martinez  
Managing Deputy City Attorney -  
Neighborhood Council Advice Division,  
General Counsel Division

Office of the City Attorney  
(213) 978-8132

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\*\*\*\*\*

--

Mike Fong  
Director of Policy and Government Relations

Department of Neighborhood Empowerment / Empower LA

[200 North Spring Street, Suite 2005](#)

[Los Angeles, CA 90012](#)

(213) 978-1551

[mike.fong@lacity.org](mailto:mike.fong@lacity.org)

Web | [www.EmpowerLA.org](http://www.EmpowerLA.org)



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For more options, visit <https://groups.google.com/d/optout>.





---

**From:** Chapman, Lisa  
**Sent:** Thursday, April 19, 2018 10:23 AM  
**To:** 'Mike Fong' <[mike.fong@lacity.org](mailto:mike.fong@lacity.org)>  
**Cc:** Gibson Nyambura <[gibson.nyambura@lacity.org](mailto:gibson.nyambura@lacity.org)>; '[westwoodnc@googlegroups.com](mailto:westwoodnc@googlegroups.com)' <[westwoodnc@googlegroups.com](mailto:westwoodnc@googlegroups.com)>

**From:** Darren Martinez <[darren.martinez@lacity.org](mailto:darren.martinez@lacity.org)>  
**Sent:** Wednesday, 18 M  
**To:** Chapman, Lisa [REDACTED] <[\[REDACTED\]@ucla.edu](mailto:[REDACTED]@ucla.edu)>  
**Cc:** Grayce Liu <[grayce.liu@lacity.org](mailto:grayce.liu@lacity.org)>; Semee Park <[semeepark@lacity.org](mailto:semeepark@lacity.org)>; Mike Fong <[mike.fong@lacity.org](mailto:mike.fong@lacity.org)>; Gibson Nyambura <[gibson.nyambura@lacity.org](mailto:gibson.nyambura@lacity.org)>; Carmen Hawkins <[carmen.hawkins@lacity.org](mailto:carmen.hawkins@lacity.org)>  
**Subject:** Fwd: FW: Department Follow Up

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

Darren R. Martinez  
Managing Deputy City Attorney -  
Neighborhood Council Advice Division,  
General Counsel Division

Office of the City Attorney  
(213) 978-8132

---

**From:** Chapman, Lisa

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\*\*\*\*\*

--

Mike Fong  
Director of Policy and Government Relations

Department of Neighborhood Empowerment / Empower LA

[200 North Spring Street, Suite 2005](#)

[Los Angeles, CA 90012](#)

(213) 978-1551  
[mike.fong@lacity.org](mailto:mike.fong@lacity.org)

Web | [www.EmpowerLA.org](http://www.EmpowerLA.org)

**Subject:** PRA - CASE #22157  
**From:** Mario Hernandez <mario.hernandez@lacity.org>  
**To:** ELA PRA <ela.pra@lacity.org>  
**Date Sent:** Tuesday, July 3, 2018 4:34:22 PM GMT-07:00  
**Date Received:** Tuesday, July 3, 2018 4:35:03 PM GMT-07:00

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Thank you.

Mario Hernandez  
Neighborhood Council Advocate

**Department of Neighborhood Empowerment**  
200 N. Spring Street, Suite 2005  
Los Angeles, CA 90012  
Office | (213) 473-7472 Fax | (213) 978-1751  
Email | [Mario.Hernandez@LACity.org](mailto:Mario.Hernandez@LACity.org) Web | [www.EmpowerLA.org](http://www.EmpowerLA.org)



----- Forwarded message -----

**From:** Chapman, Lisa <[REDACTED]@[REDACTED].ucla.edu>  
**Date:** Fri, Apr 20, 2018 at 9:32 AM  
**Subject:** FW: Rieber Vista  
**To:** "Commission@Empowerla.org" <[Commission@empowerla.org](mailto:Commission@empowerla.org)>

> On Apr 20, 2018, at 9:11 AM, Chapman, Lisa <[REDACTED]@[REDACTED].ucla.edu> wrote:

>

> Hi Sofia,

>

> This isn't a municipal election to help involve more students, this is a community election, and we were told from the beginning that both election polling sites would have adequate parking and access. It looks as if the Rieber site is anything but that. So now you are creating a scenario that those that work on campus will have to drive all the way down to the Rec Center in the middle of a busy day, rather than be able to vote on campus. The same scenario for homeowners that live near campus, where it would be easier to vote. There were plenty of other sites on campus that could have been chosen, and that could provide parking and better accessibility. So when you say you all are not making an exception for WW Forward and the students, it seems you really absolutely ARE making an exception. We have followed every rule, and we are finding that new rules and excuses are being made up for this group. This is supposed to be a fair election on both sides, and it seems that the student polling site is just that, for walking students on campus, and for no one else.

>

> And you now say, below, that parking is first come, first served basis and you are not making any promises?? I don't even know what to say.

>  
> Thanks,  
> Lisa

> -----Original Message-----

> From: Sofia Anguiano <[sofia.anguiano@lacity.org](mailto:sofia.anguiano@lacity.org)>  
> Sent: Thursday, April 19, 2018 6:13 PM  
> To: Chapman, Lisa <[REDACTED]@[REDACTED].ucla.edu>  
> Cc: Mike Fong <[mike.fong@lacity.org](mailto:mike.fong@lacity.org)>; [gibson.nyambura@lacity.org](mailto:gibson.nyambura@lacity.org);  
> [christopher.garcia@lacity.org](mailto:christopher.garcia@lacity.org)  
> Subject: Re: Rieber Vista

>  
> Hello Lisa,  
> Since parking will be limited, availability will be on a first come first serve basis. We're working with parking enforcement to request relaxed parking for the voting period and will keep you posted on the outcome. Not making any promises.  
> Thanks,  
> Sofia

>> On Apr 19, 2018, at 5:32 PM, Chapman, Lisa <[REDACTED]@[REDACTED].ucla.edu> wrote:

>>  
>> Ok, Thanks Sofia. If a group of observers come, however, they will have free parking at that site, correct?

>>  
>> -----Original Message-----  
>> From: Sofia Anguiano <[sofia.anguiano@lacity.org](mailto:sofia.anguiano@lacity.org)>  
>> Sent: Thursday, April 19, 2018 5:02 PM  
>> To: Chapman, Lisa <[LChapman@mednet.ucla.edu](mailto:LChapman@mednet.ucla.edu)>  
>> Cc: Mike Fong <[mike.fong@lacity.org](mailto:mike.fong@lacity.org)>; [gibson.nyambura@lacity.org](mailto:gibson.nyambura@lacity.org);  
>> [christopher.garcia@lacity.org](mailto:christopher.garcia@lacity.org)  
>> Subject: Re: Rieber Vista

>>  
>> Hi Lisa,  
>> An exception is not being made for the UCLA location and parking and curbside voting will be made available. However, parking at Rieber will be limited due to the location. During municipal elections, we have a polling place within UCLA and other campuses throughout the City and we inform voters that parking is limited. Curbside voting is and will be available at all locations. We will have staff outside the polling location ready and available to process curbside voters.

>> Thanks,  
>> Sofia

>>  
>>  
>>  
>>  
>>> On Apr 19, 2018, at 4:57 PM, Chapman, Lisa <[REDACTED]@[REDACTED].ucla.edu> wrote:

>>>  
>>> Hi Sofia,  
>>>  
>>> I was under the impression that both sites were required to have parking and curbside parking. Why is an exception being made for the campus site?

>>>  
>>> Thanks,  
>>> Lisa  
>>>

>>> -----Original Message-----

>>> From: Sofia Anguiano <[sofia.anguiano@lacity.org](mailto:sofia.anguiano@lacity.org)>

>>> Sent: Thursday, April 19, 2018 4:44 PM

>>> To: Chapman, Lisa <[REDACTED]@[REDACTED].ucla.edu>; Mike Fong

>>> <[mike.fong@lacity.org](mailto:mike.fong@lacity.org)>; [gibson.nyambura@lacity.org](mailto:gibson.nyambura@lacity.org);

>>> [christopher.garcia@lacity.org](mailto:christopher.garcia@lacity.org)

>>> Subject: Rieber Vista

>>>

>>> Hello Mrs. Chapman,

>>> This is Sofia Anguiano from the City Clerk Election Division. We are currently working on securing parking for voters who intend to vote at the Rieber Vista location. Knowing the parking limitations, we will encourage those who intend to drive to a polling location visit the Westwood Recreation Center as there will be ample parking available at that site. Please feel free to contact me if you have any additional questions.

>>> Thanks,

>>> Sofia

>>>

>>>

>>>

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**Subject:** PRA - CASE #22157  
**From:** Mario Hernandez <mario.hernandez@lacity.org>  
**To:** ELA PRA <ela.pra@lacity.org>  
**Date Sent:** Tuesday, July 3, 2018 4:33:41 PM GMT-07:00  
**Date Received:** Tuesday, July 3, 2018 4:34:22 PM GMT-07:00

---

Thank you.

Mario Hernandez  
Neighborhood Council Advocate

**Department of Neighborhood Empowerment**  
200 N. Spring Street, Suite 2005  
Los Angeles, CA 90012  
Office | (213) 473-7472 Fax | (213) 978-1751  
Email | [Mario.Hernandez@LACity.org](mailto:Mario.Hernandez@LACity.org) Web | [www.EmpowerLA.org](http://www.EmpowerLA.org)



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**EMPOWERLA LEADERSHIP ACADEMY**

----- Forwarded message -----

**From:** JUDITH ANN STEIN <[REDACTED]@ucla.edu>

**Date:** Tue, Mar 20, 2018 at 8:06 AM

**Subject:** Westwood Neighborhood Council

**To:** [grayce.liu@lacity.org](mailto:grayce.liu@lacity.org), [Commission@empowerla.org](mailto:Commission@empowerla.org), [Joyatkinson.bonc@gmail.com](mailto:Joyatkinson.bonc@gmail.com),  
[commissionerlipmen@gmail.com](mailto:commissionerlipmen@gmail.com), [Commissionerlenshaffer@gmail.com](mailto:Commissionerlenshaffer@gmail.com), [debra.wehbe@lacity.org](mailto:debra.wehbe@lacity.org),  
[maggie.darett-quiroz@lacity.org](mailto:maggie.darett-quiroz@lacity.org), [sarah.dusseault@lacity.org](mailto:sarah.dusseault@lacity.org), [adeena.bleich@lacity.org](mailto:adeena.bleich@lacity.org),  
[nicholas.greif@lacity.org](mailto:nicholas.greif@lacity.org), [david.ryu@lacity.org](mailto:david.ryu@lacity.org), [Gilbert.Cedillo@lacity.org](mailto:Gilbert.Cedillo@lacity.org),  
[Arturo.Chavez@lacity.org](mailto:Arturo.Chavez@lacity.org), [Tony.Ricasa@lacity.org](mailto:Tony.Ricasa@lacity.org), [Debby.Kim@lacity.org](mailto:Debby.Kim@lacity.org), [Wesson.hj@lacity.org](mailto:Wesson.hj@lacity.org),  
[deron.williams@lacity.org](mailto:deron.williams@lacity.org), [andrew.westall@lacity.org](mailto:andrew.westall@lacity.org), [edw.johnson@lacity.org](mailto:edw.johnson@lacity.org),  
[justin.wesson@lacity.org](mailto:justin.wesson@lacity.org), [paul.koretz@lacity.org](mailto:paul.koretz@lacity.org), [joan.pelico@lacity.org](mailto:joan.pelico@lacity.org), [david.hersch@lacity.org](mailto:david.hersch@lacity.org),  
[jeffrey.ebenstein@lacity.org](mailto:jeffrey.ebenstein@lacity.org), Jasmine Shamolian <[jasmine.shamolian@lacity.org](mailto:jasmine.shamolian@lacity.org)>,  
[gibson.nyambura@lacity.org](mailto:gibson.nyambura@lacity.org), [darren.martinez@lacity.org](mailto:darren.martinez@lacity.org), [elise.ruden@lacity.org](mailto:elise.ruden@lacity.org),  
[carmen.hawkins@lacity.org](mailto:carmen.hawkins@lacity.org), [mayor.garcetti@lacity.org](mailto:mayor.garcetti@lacity.org), [daniel.tamm@lacity.org](mailto:daniel.tamm@lacity.org),  
[REDACTED] <[REDACTED]@ucla.edu>, [REDACTED] <[REDACTED]@ucla.edu>,  
[REDACTED] <[REDACTED]@ucla.edu>, [Mike.Fong@lacity.org](mailto:Mike.Fong@lacity.org),  
[REDACTED] Terry Tegnazian  
<[REDACTED]> [westwoodhills@yahoogroups.com](mailto:westwoodhills@yahoogroups.com)

I strongly oppose the subdivision of the existing Westwood Neighborhood Council. The subdivision application and DONE's process did not, and does not, meet the legal requirements for a subdivision — on both procedural and substantive grounds — and must be denied.

Judith Stein, Ph.D.  
Irwin Stein  
Westwood NC stakeholder



**Subject:** PRA - CASE #22157  
**From:** Mario Hernandez <mario.hernandez@lacity.org>  
**To:** ELA PRA <ela.pra@lacity.org>  
**Date Sent:** Tuesday, July 3, 2018 4:33:21 PM GMT-07:00  
**Date Received:** Tuesday, July 3, 2018 4:34:03 PM GMT-07:00

---

Thank you.

Mario Hernandez  
Neighborhood Council Advocate

**Department of Neighborhood Empowerment**  
200 N. Spring Street, Suite 2005  
Los Angeles, CA 90012  
Office | (213) 473-7472 Fax | (213) 978-1751  
Email | [Mario.Hernandez@LACity.org](mailto:Mario.Hernandez@LACity.org) Web | [www.EmpowerLA.org](http://www.EmpowerLA.org)



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**EMPOWERLA LEADERSHIP ACADEMY**

----- Forwarded message -----

**From:** Linda Goodman [REDACTED] >  
**Date:** Mon, Mar 19, 2018 at 5:26 PM  
**Subject:** Re: Proposed Subdivision of Westwood Neighborhood Council  
**To:** [Commission@empowerla.org](mailto:Commission@empowerla.org), [Joyatkinson.bonc@gmail.com](mailto:Joyatkinson.bonc@gmail.com),  
[Commissionerlenshaffer@gmail.com](mailto:Commissionerlenshaffer@gmail.com), [debra.wehbe@lacity.org](mailto:debra.wehbe@lacity.org), [maggie.darett-quiroz@lacity.org](mailto:maggie.darett-quiroz@lacity.org),  
[sarah.dusseault@lacity.org](mailto:sarah.dusseault@lacity.org), [adeena.bleich@lacity.org](mailto:adeena.bleich@lacity.org), [nicholas.greif@lacity.org](mailto:nicholas.greif@lacity.org),  
[david.ryu@lacity.org](mailto:david.ryu@lacity.org), [Gilbert.Cedillo@lacity.org](mailto:Gilbert.Cedillo@lacity.org), [Arturo.Chavez@lacity.org](mailto:Arturo.Chavez@lacity.org),  
[Tony.Ricasa@lacity.org](mailto:Tony.Ricasa@lacity.org), [Debby.Kim@lacity.org](mailto:Debby.Kim@lacity.org), [Wesson.hj@lacity.org](mailto:Wesson.hj@lacity.org), [deron.williams@lacity.org](mailto:deron.williams@lacity.org),  
[andrew.westall@lacity.org](mailto:andrew.westall@lacity.org), [edw.johnson@lacity.org](mailto:edw.johnson@lacity.org), [justin.wesson@lacity.org](mailto:justin.wesson@lacity.org),  
[paul.koretz@lacity.org](mailto:paul.koretz@lacity.org), [joan.pelico@lacity.org](mailto:joan.pelico@lacity.org), [david.hersch@lacity.org](mailto:david.hersch@lacity.org),  
[jeffrey.ebenstein@lacity.org](mailto:jeffrey.ebenstein@lacity.org), [jasmine.shamolian@lacity.org](mailto:jasmine.shamolian@lacity.org), [gibson.nyambura@lacity.org](mailto:gibson.nyambura@lacity.org),  
[darren.martinez@lacity.org](mailto:darren.martinez@lacity.org), [elise.ruden@lacity.org](mailto:elise.ruden@lacity.org), [carmen.hawkins@lacity.org](mailto:carmen.hawkins@lacity.org),  
[mayor.garcetti@lacity.org](mailto:mayor.garcetti@lacity.org), [daniel.tamm@lacity.org](mailto:daniel.tamm@lacity.org), [REDACTED],  
[REDACTED] [chair@westsidecouncils.com](mailto:chair@westsidecouncils.com), [REDACTED],  
[REDACTED] [westwoodhills@yahoogroups.com](mailto:westwoodhills@yahoogroups.com)

I strongly oppose the subdivision of the existing Westwood Neighborhood Council. The subdivision application and DONE's process did not, and does not, meet legal requirements for a subdivision on both procedural and substantive grounds, and must be denied.

Thank you,



Linda Goodman, PhD  
Westwood NC stakeholder

**Subject:** PRA - CASE #22157  
**From:** Mario Hernandez <mario.hernandez@lacity.org>  
**To:** ELA PRA <ela.pra@lacity.org>  
**Date Sent:** Tuesday, July 3, 2018 4:25:05 PM GMT-07:00  
**Date Received:** Tuesday, July 3, 2018 4:25:48 PM GMT-07:00

---

Thank you.

Mario Hernandez  
Neighborhood Council Advocate

**Department of Neighborhood Empowerment**  
200 N. Spring Street, Suite 2005  
Los Angeles, CA 90012  
Office | (213) 473-7472 Fax | (213) 978-1751  
Email | [Mario.Hernandez@LACity.org](mailto:Mario.Hernandez@LACity.org) Web | [www.EmpowerLA.org](http://www.EmpowerLA.org)



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**EMPOWERLA LEADERSHIP ACADEMY**

## Forwarded conversation

**Subject: Testimony of UCLA Administrative Vice Chancellor Sam Morabito in 2010 When The WWNC Was First Being Considered**

-----

From: Ann <[REDACTED]>  
Date: Thu, Mar 15, 2018 at 10:00 AM  
To: [Commission@empowerla.org](mailto:Commission@empowerla.org)  
Cc: [jasmine.shamolian@lacity.org](mailto:jasmine.shamolian@lacity.org), [REDACTED]@ucla.edu, [mike.fong@lacity.org](mailto:mike.fong@lacity.org), [grayce.liu@lacity.org](mailto:grayce.liu@lacity.org), [EmpowerLA@lacity.org](mailto:EmpowerLA@lacity.org)

Hello Board of Neighborhood Commissioners,

I read part of the attachment at the Special Meeting of the BONC held on Tuesday, March 13, at Weyburn Terrace. I would like the entire document to be included in the public record.

In summary, then AVC Sam Morabito stated in 2010 when the WWNC was being considered that.... "UCLA neither supports nor opposes the formation of a Westwood neighborhood council",... "first we request that any designation of the proposed Westwood neighborhood council expressly exclude the UCLA campus, including the south campus along Wilshire Boulevard, from any maps, drawing, or legal or other written descriptions,".... "UCLA should be expressly excluded from the map, and..." "In closing, we would like to again emphasize that UCLA neither supports nor opposes formulation of the proposed council."

It appears that UCLA has made a "flip-flop" regarding its desire to be part of a neighborhood council. So what has changed?

Thank you.

Ann C. Hayman  
UCLA Alumna, B.A. and M.P.A.  
Board Member, WWNC  
Secretary, Friends of Westwood Library

-----

From: **Ann** <[REDACTED]>

Date: Thu, Mar 15, 2018 at 10:04 AM

To: [Commission@empowerla.org](mailto:Commission@empowerla.org)

Cc: [jasmine.shamolian@lacity.org](mailto:jasmine.shamolian@lacity.org), [REDACTED][ucla.edu](mailto:[REDACTED]@ucla.edu), [mike.fong@lacity.org](mailto:mike.fong@lacity.org),  
[grayce.liu@lacity.org](mailto:grayce.liu@lacity.org), [EmpowerLA@lacity.org](mailto:EmpowerLA@lacity.org)

Testimony of UCLA Administrative Vice Chancellor Sam Morabito in 2010 when the Westwood Neighborhood Council was first being considered.

Transcribed from <https://youtu.be/gojV7OCWpEY>

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...UCLA Administrative Vice Chancellor and I'm here representing the university tonight. Thank you for the opportunity to comment on the proposed neighborhood council. UCLA has written twice previously to the city on this topic. Additional copies of the earlier letters and a copy of this statement that I'm making tonight will be distributed to each commissioner.

As expressed in our previous letters, UCLA neither supports nor opposes formation of a Westwood neighborhood council. UCLA understands that it's for its citizens to determine whether formation of a neighborhood council is appropriate. Further, in the event that a neighborhood council is formed in the area bordering campus, UCLA would as a good neighbor and engaged member of the community, designate a representative as a point of contact to facilitate any necessary dialogue between the neighborhood council and the campus.

However, UCLA remains concerned about the proposed bylaws which were recommended for approval in the DONE staff reports circulated earlier this year for two reasons. First, the bylaws and related maps indicate that UCLA campus property falls within the designated boundaries of the proposed neighborhood council, and second the bylaws designate certain Westwood neighborhood council board positions as being allocated to students, faculty or staff of a university or college.

We believe that the city understands and accepts that the Regents of the University of California, as a constitutionally created arm of the State of California, has virtual autonomy in self-governance, and is not subject to city ordinances and regulations. The lead case in this area is *Regents of University of California v. City of Santa Monica*. I'll omit any references to legal citations this evening, but would invite counsel for the city and university legal staff to discuss this matter if there are any questions on that particular point.

In any event, UCLA would like to avoid confusion regarding questions of jurisdiction or representation. Accordingly, first we request that any designation of the proposed Westwood neighborhood council expressly exclude the UCLA campus, including the south campus along Wilshire Boulevard, from any maps, drawings, or legal or other written descriptions. The staff report indicates that UCLA should not be excluded from the boundaries of the proposed neighborhood council because to do so would result in the creation of "pockets of stakeholders in the city with no access to direct participation in a neighborhood council." We note, however, that Article 4 of the bylaws expressly excludes federal VA property from the council boundaries, even though the same arguments could be made regarding denied access.

Inclusion of UCLA property within the boundaries of the Westwood neighborhood council district can only serve to cause confusion. UCLA should be expressly excluded from the map.

Second, we wish to reiterate that any student, faculty or staff member stakeholders of the university or college who participate in the proposed neighborhood council, whether or not they are affiliated with UCLA, will not have the authority to speak for UCLA. If UCLA-affiliated individuals choose to serve as directors or in some other capacity related to the proposed neighborhood council, such individuals will not represent UCLA or the Regents.

In closing, we would like to again emphasize that UCLA neither supports nor opposes formulation of the proposed council, and as always we welcome dialogue and engagement with our neighbors. We appreciate your consideration of this matter, and would be happy to answer any questions you may have of the university. Thank you very much. ###

Testimony of UCLA Administrative Vice Chancellor Sam Morabito in 2010 when the Westwood Neighborhood Council was first being considered.

Transcribed from <https://youtu.be/gojV7OCWpEY>

---

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**Subject:** PRA - CASE #22157  
**From:** Mario Hernandez <mario.hernandez@lacity.org>  
**To:** ELA PRA <ela.pra@lacity.org>  
**Date Sent:** Tuesday, July 3, 2018 4:24:48 PM GMT-07:00  
**Date Received:** Tuesday, July 3, 2018 4:25:29 PM GMT-07:00

---

Thank you.

Mario Hernandez  
Neighborhood Council Advocate

**Department of Neighborhood Empowerment**  
200 N. Spring Street, Suite 2005  
Los Angeles, CA 90012  
Office | (213) 473-7472 Fax | (213) 978-1751  
Email | [Mario.Hernandez@LACity.org](mailto:Mario.Hernandez@LACity.org) Web | [www.EmpowerLA.org](http://www.EmpowerLA.org)



## Forwarded conversation

**Subject: Fwd: Question about tonight's meeting**

-----

**From:** Gibson Nyambura <[gibson.nyambura@lacity.org](mailto:gibson.nyambura@lacity.org)>  
**Date:** Tue, Mar 13, 2018 at 1:58 PM  
**To:** Mario Hernandez <[mario.hernandez@lacity.org](mailto:mario.hernandez@lacity.org)>

This is the answer I got.

----- Forwarded message -----

**From:** Michael Skiles <[s\[REDACTED\]@ucla.edu](mailto:s[REDACTED]@ucla.edu)>  
**Date:** Tue, Mar 13, 2018 at 1:57 PM  
**Subject:** Re: Question about tonight's meeting  
**To:** Gibson Nyambura <[gibson.nyambura@lacity.org](mailto:gibson.nyambura@lacity.org)>, "[\[REDACTED\]@ucla.edu](mailto:[REDACTED]@ucla.edu)" <[\[REDACTED\]@ucla.edu](mailto:[REDACTED]@ucla.edu)>, Arielle Yael Mokhtarzadeh <[\[REDACTED\]@ucla.edu](mailto:[REDACTED]@ucla.edu)>, "[\[REDACTED\]@ucla.edu](mailto:[REDACTED]@ucla.edu)" <[\[REDACTED\]@ucla.edu](mailto:[REDACTED]@ucla.edu)>, "[\[REDACTED\]@ucla.edu](mailto:[REDACTED]@ucla.edu)" <[\[REDACTED\]@ucla.edu](mailto:[REDACTED]@ucla.edu)>

Dear Gibson,

We have received no requests for such services.

Best regards,  
Michael Skiles

On Tuesday, March 13, 2018 12:44 PM, Gibson Nyambura <[gibson.nyambura@lacity.org](mailto:gibson.nyambura@lacity.org)> wrote:

Good afternoon Folks,

I wanted to ask a last minute question, is there a need for translation services? Please let me know.

Best,

--

**Gibson Nyambura**  
Neighborhood Council Advocate

**Department of Neighborhood Empowerment**  
[200 N. Spring Street, Suite 2005](#)  
[Los Angeles, CA 90012](#)  
Office | 213-978-1551 Fax | 213-978-1751  
Email | [EmpowerLA@lacity.org](mailto:EmpowerLA@lacity.org) Web | [www.EmpowerLA.org](http://www.EmpowerLA.org)



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**Gibson Nyambura**  
Neighborhood Council Advocate

**Department of Neighborhood Empowerment**  
[200 N. Spring Street, Suite 2005](#)  
[Los Angeles, CA 90012](#)  
Office | 213-978-1551 Fax | 213-978-1751  
Email | [EmpowerLA@lacity.org](mailto:EmpowerLA@lacity.org) Web | [www.EmpowerLA.org](http://www.EmpowerLA.org)

**Subject:** PRA - CASE #22157  
**From:** Mario Hernandez <mario.hernandez@lacity.org>  
**To:** ELA PRA <ela.pra@lacity.org>  
**Date Sent:** Tuesday, July 3, 2018 4:24:27 PM GMT-07:00  
**Date Received:** Tuesday, July 3, 2018 4:25:08 PM GMT-07:00

---

Thank you.

Mario Hernandez  
Neighborhood Council Advocate

**Department of Neighborhood Empowerment**  
200 N. Spring Street, Suite 2005  
Los Angeles, CA 90012  
Office | [\(213\) 473-7472](tel:(213)473-7472) Fax | [\(213\) 978-1751](tel:(213)978-1751)  
Email | [Mario.Hernandez@LACity.org](mailto:Mario.Hernandez@LACity.org) Web | [www.EmpowerLA.org](http://www.EmpowerLA.org)



**Forwarded conversation**  
**Subject: Meeting Location**  
-----

From: **Mike Fong** <[mike.fong@lacity.org](mailto:mike.fong@lacity.org)>  
Date: Wed, Feb 28, 2018 at 5:17 PM  
To: Michael Skiles <[REDACTED]@ucla.edu>  
Cc: Mario Hernandez <[mario.hernandez@lacity.org](mailto:mario.hernandez@lacity.org)>, Lilian Kim <[lilian.kim@lacity.org](mailto:lilian.kim@lacity.org)>

Hi Michael,

Hope you are doing well.

Do we have an update on meeting location for the 13th at 6 pm?

Thanks!

Best,

Mike

-----  
From: **GSA President** <[REDACTED]@[REDACTED]ucla.edu>



Date: Wed, Feb 28, 2018 at 7:26 PM

To: Mike Fong <[mike.fong@lacity.org](mailto:mike.fong@lacity.org)>

Cc: Michael Skiles <[REDACTED]@ucla.edu>, Mario Hernandez <[mario.hernandez@lacity.org](mailto:mario.hernandez@lacity.org)>, Lilian Kim <[lilian.kim@lacity.org](mailto:lilian.kim@lacity.org)>, "Beck, Michael" <[REDACTED]@ucla.edu>

Dear Mike,

We're in the process of confirming the venue, though Vice Chancellor Beck assures is that if not Weyburn commons then we'll lock down another great location within the next day or two. Thanks!

Best,  
Michael

Sent from my iPhone

-----  
From: **Michael Skiles** <[REDACTED]@ucla.edu>

Date: Thu, Mar 1, 2018 at 11:41 AM

To: Mike Fong <[mike.fong@lacity.org](mailto:mike.fong@lacity.org)>

Cc: Mario Hernandez <[mario.hernandez@lacity.org](mailto:mario.hernandez@lacity.org)>, Lilian Kim <[lilian.kim@lacity.org](mailto:lilian.kim@lacity.org)>

Dear Mike,

We were able to secure the same room and logistical arrangement as last time. 4th floor of [Weyburn Commons, 11020 Weyburn Ave.](#)

Best regards,  
Michael Skiles  
President, UCLA Graduate Students Association  
Graduate Chair, UC Council of Presidents

-----  
From: **Mike Fong** <[mike.fong@lacity.org](mailto:mike.fong@lacity.org)>

Date: Thu, Mar 1, 2018 at 12:39 PM

To: Michael Skiles <[REDACTED]@ucla.edu>

Cc: Mario Hernandez <[mario.hernandez@lacity.org](mailto:mario.hernandez@lacity.org)>, Lilian Kim <[lilian.kim@lacity.org](mailto:lilian.kim@lacity.org)>

Dear Michael,

Sounds great. Thank you so much. Is parking arranged also as last time?

Best,

Mike

--

Mike Fong  
Director of Policy and Government Relations

Department of Neighborhood Empowerment / Empower LA  
[200 North Spring Street, Suite 2005](#)

[Los Angeles, CA 90012](#)

(213) 978-1551

[mike.fong@lacity.org](mailto:mike.fong@lacity.org)

Web | [www.EmpowerLA.org](http://www.EmpowerLA.org)



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-----  
From: **Michael Skiles** <[REDACTED]>  
Date: Thu, Mar 1, 2018 at 1:16 PM  
To: Mike Fong <[mike.fong@lacity.org](mailto:mike.fong@lacity.org)>  
Cc: Michael Skiles <[REDACTED][@ucla.edu](mailto:[REDACTED]@ucla.edu)>, Mario Hernandez <[mario.hernandez@lacity.org](mailto:mario.hernandez@lacity.org)>, Lilian Kim <[lilian.kim@lacity.org](mailto:lilian.kim@lacity.org)>

Yes, exactly the same! :)

Sent from my iPhone

-----  
From: **Mike Fong** <[mike.fong@lacity.org](mailto:mike.fong@lacity.org)>  
Date: Thu, Mar 1, 2018 at 1:19 PM  
To: Michael Skiles <[REDACTED]>  
Cc: Michael Skiles <[REDACTED][@ucla.edu](mailto:[REDACTED]@ucla.edu)>, Mario Hernandez <[mario.hernandez@lacity.org](mailto:mario.hernandez@lacity.org)>, Lilian Kim <[lilian.kim@lacity.org](mailto:lilian.kim@lacity.org)>

Sounds great. Thanks! :)

-----  
From: **Lilian Kim** <[lilian.kim@lacity.org](mailto:lilian.kim@lacity.org)>  
Date: Fri, Mar 9, 2018 at 1:44 PM

To: Michael Skiles <[REDACTED]>  
Cc: Mike Fong <[mike.fong@lacity.org](mailto:mike.fong@lacity.org)>, Michael Skiles <[REDACTED]@ucla.edu>, Mario Hernandez <[mario.hernandez@lacity.org](mailto:mario.hernandez@lacity.org)>

Hi Michael,

Happy Friday. Glad to touch basis with you regarding the parking information. Please see attached agenda as promised.

Looking forward to meeting you in person next week.

Thanks,

Lilian Kim  
Executive Administrative Assistant III

**Department of Neighborhood Empowerment**

200 N. Spring Street, Suite 2005

Los Angeles, CA 90012

Office | [\(213\) 473-6914](tel:(213)473-6914) Email | [Lilian.Kim@LACity.org](mailto:Lilian.Kim@LACity.org) Web | [www.EmpowerLA.org](http://www.EmpowerLA.org)



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**EMPOWERLA LEADERSHIP ACADEMY**

On Thu, Mar 1, 2018 at 1:16 PM, Michael Skiles <[REDACTED]> wrote:

-----  
From: **Michael Skiles** <[REDACTED]@ucla.edu>

Date: Mon, Mar 12, 2018 at 4:41 AM

To: Lilian Kim <[lilian.kim@lacity.org](mailto:lilian.kim@lacity.org)>

Cc: Mike Fong <[mike.fong@lacity.org](mailto:mike.fong@lacity.org)>, Michael Skiles <[REDACTED]@ucla.edu>, Mario Hernandez <[mario.hernandez@lacity.org](mailto:mario.hernandez@lacity.org)>, Gibson Nyambura <[gibson.nyambura@lacity.org](mailto:gibson.nyambura@lacity.org)>

Hey Lilian,

One question about the agenda--I don't see public comment on it. Will there be opportunities for public comments or questions?

Best regards,  
Michael Skiles

-----  
From: **Lilian Kim** <[lilian.kim@lacity.org](mailto:lilian.kim@lacity.org)>

Date: Mon, Mar 12, 2018 at 11:03 AM

To: Michael Skiles <[REDACTED]@ucla.edu>

Cc: Mario Hernandez <[mario.hernandez@lacity.org](mailto:mario.hernandez@lacity.org)>, Gibson Nyambura <[gibson.nyambura@lacity.org](mailto:gibson.nyambura@lacity.org)>, Mike Fong <[mike.fong@lacity.org](mailto:mike.fong@lacity.org)>

Hi Michael,

Yes, the Public will be able to comment on each agenda item.

Also, I got your voicemail regarding getting an attendant for parking. Thanks for that.

Thanks again,

Lilian Kim  
Executive Administrative Assistant III

**Department of Neighborhood Empowerment**

[200 N. Spring Street, Suite 2005](#)

[Los Angeles, CA 90012](#)

[Office | \(213\) 473-6914](#) Email | [Lilian.Kim@LACity.org](mailto:Lilian.Kim@LACity.org) Web | [www.EmpowerLA.org](http://www.EmpowerLA.org)



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**NEIGHBORHOOD COUNCILS  
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20<sup>TH</sup> FLOOR, CITY HALL  
200 NORTH SPRING STREET  
LOS ANGELES, CA 90012

TELEPHONE: (213) 978-1551  
TOLL-FREE: 3-1-1  
FAX: (213) 978-1751  
E-MAIL: [EmpowerLA@lacity.org](mailto:EmpowerLA@lacity.org)

**GRAYCE LIU**  
GENERAL MANAGER

[www.EmpowerLA.org](http://www.EmpowerLA.org)

**BOARD OF NEIGHBORHOOD COMMISSIONERS**

**SPECIAL MEETING AGENDA**

**Tuesday, March 13, 2018 6:00 PM**

**LOCATION: Village View Room @ Weyburn Terrace**

**[11020 Weyburn Avenue](#)  
[Los Angeles, CA 90024](#)  
[Parking Instructions](#)**

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- Special Meeting - Subdivision Little Bangladesh - Wilshire Center  
Date/Time: March 19, 2018 at 6:00 pm  
Location: Harvard Elementary School  
Address: 330 N Harvard Blvd, Los Angeles, CA 90004
- Special Meeting – Empowerla Award Selection  
Date/Time: March 29, 2018 at 3:30pm  
Location: City Hall, 20<sup>th</sup> Floor, Rm 2005, Empowerla Conference Room  
Address: 200 N. Spring St., Los Angeles, CA 90012
- Regular Meeting  
Date/Time: April 3, 2018 at 6:00 pm  
Location: Harbor Area –TBD

# BOARD OF NEIGHBORHOOD COMMISSIONERS

## SPECIAL MEETING AGENDA

March 13, 2018

Page 3 of 3

- Regular Meeting  
Date/Time: April 16, 2018 at 1:00 pm  
Location: City Hall, 10<sup>th</sup> Floor, Conference Center Room 1050  
Address: 200 N. Spring St., Los Angeles, CA 90012

### FINALIZATION OF BOARD ACTION:

Per City Charter Section 245, the Board's determination shall become final at the expiration of the next five meeting days of the Council during which the City Council has convened in regular session, unless the City Council acts within that timeframe by a two-thirds vote to bring the action before them or to waive review of the action.

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# BOARD OF NEIGHBORHOOD COMMISSIONERS

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March 13, 2018

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**Subject:** PRA - CASE #22157  
**From:** Mario Hernandez <mario.hernandez@lacity.org>  
**To:** ELA PRA <ela.pra@lacity.org>  
**Date Sent:** Tuesday, July 3, 2018 4:24:04 PM GMT-07:00  
**Date Received:** Tuesday, July 3, 2018 4:24:49 PM GMT-07:00

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Thank you.

Mario Hernandez  
Neighborhood Council Advocate

**Department of Neighborhood Empowerment**  
200 N. Spring Street, Suite 2005  
Los Angeles, CA 90012  
Office | (213) 473-7472 Fax | (213) 978-1751  
Email | [Mario.Hernandez@LACity.org](mailto:Mario.Hernandez@LACity.org) Web | [www.EmpowerLA.org](http://www.EmpowerLA.org)



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**EMPOWERLA LEADERSHIP ACADEMY**

----- Forwarded message -----

**From:** Terry Tegnazian <[REDACTED]>  
**Date:** Wed, Mar 7, 2018 at 1:06 PM  
**Subject:** BONC - March 13, 2018 meeting - Westwood Hills Submission in OPPOSITION to North Westwood NC Subdivision  
**To:** [Commission@empowerla.org](mailto:Commission@empowerla.org), [Joyatkinson.bonc@gmail.com](mailto:Joyatkinson.bonc@gmail.com), [commissionerlipmen@gmail.com](mailto:commissionerlipmen@gmail.com), [Commissionerlenshaffer@gmail.com](mailto:Commissionerlenshaffer@gmail.com), [debra.wehbe@lacity.org](mailto:debra.wehbe@lacity.org), [maggie.darett-quiros@lacity.org](mailto:maggie.darett-quiros@lacity.org)  
**Cc:** [mayor.garcetti@lacity.org](mailto:mayor.garcetti@lacity.org), [daniel.tamm@lacity.org](mailto:daniel.tamm@lacity.org), [sarah.dusseault@lacity.org](mailto:sarah.dusseault@lacity.org), [adeena.bleich@lacity.org](mailto:adeena.bleich@lacity.org), [nicholas.greif@lacity.org](mailto:nicholas.greif@lacity.org), [david.ryu@lacity.org](mailto:david.ryu@lacity.org), [Gilbert.Cedillo@lacity.org](mailto:Gilbert.Cedillo@lacity.org), [Arturo.Chavez@lacity.org](mailto:Arturo.Chavez@lacity.org), [Tony.Ricasa@lacity.org](mailto:Tony.Ricasa@lacity.org), [Debby.Kim@lacity.org](mailto:Debby.Kim@lacity.org), [Wesson.hj@lacity.org](mailto:Wesson.hj@lacity.org), [deron.williams@lacity.org](mailto:deron.williams@lacity.org), [andrew.westall@lacity.org](mailto:andrew.westall@lacity.org), [edw.johnson@lacity.org](mailto:edw.johnson@lacity.org), [justin.wesson@lacity.org](mailto:justin.wesson@lacity.org), [paul.koretz@lacity.org](mailto:paul.koretz@lacity.org), [joan.pelico@lacity.org](mailto:joan.pelico@lacity.org), [david.hersch@lacity.org](mailto:david.hersch@lacity.org), [jeffrey.ebenstein@lacity.org](mailto:jeffrey.ebenstein@lacity.org), [jasmine.shamolian@lacity.org](mailto:jasmine.shamolian@lacity.org), [grayce.liu@lacity.org](mailto:grayce.liu@lacity.org), [Mike.Fong@lacity.org](mailto:Mike.Fong@lacity.org), [gibson.nvambura@lacity.org](mailto:gibson.nvambura@lacity.org), [darren.martinez@lacity.org](mailto:darren.martinez@lacity.org), [carmen.hawkins@lacity.org](mailto:carmen.hawkins@lacity.org), [REDACTED]@[REDACTED].ucla.edu, [REDACTED]  
[REDACTED]  
[westwoodhillsboard@yahoogroups.com](mailto:westwoodhillsboard@yahoogroups.com), [REDACTED]  
[chair@westsidecouncils.com](mailto:chair@westsidecouncils.com), [REDACTED]

Dear Commissioners –

I am submitting the attached Opposition to North Westwood Neighborhood Council Subdivision, which is currently scheduled to be heard at your meeting on March 13, 2018, on behalf of Westwood Hills Property Owners Association. Our

neighborhood has been annexed into the proposed subdivision without notice, consultation or agreement, and against our wishes. Please include this submission in the record for this matter.

Thank you for your consideration of the serious points we raise in the attached.

Very truly yours,

Terry A. Tegnazian

Terry A. Tegnazian  
President, Westwood Hills Property Owners Association

10850 Wilshire Blvd., Suite 300

Los Angeles, CA 90024

Tel: 310-470-0770

Fax: 310-470-0782

Email: [REDACTED]

**WHPOA**  
**WESTWOOD HILLS PROPERTY OWNERS ASSOCIATION**  
INCORPORATED 1958

March 7, 2018

TO: The Board of Neighborhood Commissioners ("BONC")

RE: OPPOSITION TO North Westwood Neighborhood Council Subdivision  
Currently scheduled to be heard before BONC on March 13, 2018

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The Westwood Hills Property Owners Association strongly opposes the application to subdivide the existing Westwood Neighborhood Council ("WWNC") in order to create the proposed new North Westwood Neighborhood Council ("NorthNC"), for the reasons set forth below.

## **I. INTRODUCTION**

**A. Westwood Hills Neighborhood.** Westwood Hills is a long-established and recognized neighborhood of about 605 single-family homes. The neighborhood was laid out in 1928, and is bounded on the north and south by Sunset Blvd. and the VA Cemetery, and on the east and west by Veteran Ave. and Sepulveda Blvd. Westwood Hills has been part of and participated in the existing WWNC since its initial formation.

**B. Westwood Hills Property Owners Association.** The Westwood Hills Property Owners Association ("WHPOA") was established 60 years ago, in 1958, and is dedicated to maintaining and enhancing the quality of life in the Westwood Hills neighborhood. WHPOA is a 501(c)(4) nonprofit California corporation, and is run entirely by Westwood Hills neighbors all of whom volunteer their time. Membership in the association is also voluntary, and approximately 85% of the homes in the neighborhood are members.

**C. NorthNC Organizers.** The organizers of the proposed NorthNC are predominantly UCLA students associated under the name Westwood Forward.

## **II. PROCESS USED BY DONE— UNFAIR, BIASED, ARBITRARY, LACKING IN DUE PROCESS, AND FAILS TO COMPLY WITH LEGAL REQUIREMENTS**

**A. No Notice, Consultation or Agreement.** The original boundaries proposed by the applicants for NorthNC did not include Westwood Hills. The NorthNC organizers carefully gerrymandered the Westwood community to include only the UCLA campus, nearby multifamily residential areas (where UCLA students could be expected to predominate) and part of the business community.

By a letter dated February 9, 2018 (copy attached) the Department of Neighborhood Empowerment ("DONE") unilaterally directed that Westwood Hills be annexed into the proposed NorthNC — **without consulting or even informing anyone in Westwood Hills or the existing WWNC.** Indeed, Westwood Hills was not even given the courtesy of being sent a copy of the February 9th letter by DONE, but only learned about it third-hand from someone in another neighborhood.

DONE's position was that if the NorthNC was approved, then Westwood Hills would no longer be contiguous with the boundaries of the existing Westwood NC; in other words, our neighborhood would simply become independent. Upon learning of this forced annexation, Westwood Hills objected to DONE most strenuously, on grounds laid out in several emails.

DONE ignored our objections, and on March 2, 2018, WHPOA received an email attaching a letter from DONE confirming that Westwood Hills had been incorporated into the NorthNC boundaries (copy attached) — totally against the wishes of the neighborhood.

**We find no provision in either the Subdivision Ordinance, L.A. Administrative Code 22.820 ("Ordinance"), the Plan for a Citywide System of Neighborhood Councils ("Plan"), or indeed DONE's own subdivision procedures published at <http://empowerla.org/subdivision/> (copy attached), that authorizes DONE to unilaterally revise proposed subdivision boundaries without notice to, consultation with, or agreement of the area affected.**

See Article VI.2(d) of the Plan, at p. 13, which provides that in order to incorporate an area into an existing Neighborhood Council, "*Community Stakeholders of the area to be incorporated and of the affected Certified Neighborhood Council must agree to the proposed incorporation prior to consideration by the Commission.*" This same principal of consensual incorporation must be applied to Westwood Hills, which would have been independent if NorthNC proceeded as originally proposed.

**B. No Pre-Application Outreach or Participation.** The Ordinance requires DONE to review a subdivision application for compliance with Article III.2 of the Plan, at p. 4. Subsection (b) of that Plan provision requires that the application describe in detail the outreach process used to identify stakeholders, and that the required signatures obtained "*reflect the broadest array of Community Stakeholders.*" This outreach requirement is a **precondition to the application**, not something that can be done afterwards.

The NorthNC organizers did no pre-application outreach to Westwood Hills of any nature whatsoever, even informative, nor was Westwood Hills invited to participate in the formation process or drafting of bylaws. In response to our objection on this ground, DONE said that outreach could be done after approval and before the election. However, **outreach after the fact is not the pre-application outreach required by the Plan.** After an application has been approved, "outreach" before the election really means lobbying for votes; this is not the legally required outreach.

Further, the NorthNC organizers submitted signatures that were obtained both online and in person. In the case of online petitions, it is very easy to fake names or add people without their permission. We asked DONE if it independently verifies such signatures but never received a reply, from which we assume that DONE does not independently verify, in which case the online signatures must be ignored. Looking at the in-person signatures, we found that 95% or more were UCLA affiliated — hardly the required "broadest array of Community Stakeholders." Even more problematic, signatures obtained by the NorthNC organizers were based on misrepresentations of fact, e.g., Fiction vs. Fact sheet (copy attached).

**C. Application Should Have Been Rejected, Corrected and Resubmitted.** There is no authority permitting DONE to unilaterally revise boundaries in subdivision applications. Their

only authority under the Ordinance and the Plan is to determine if the application meets the required standards, *which in this case DONE concluded it did not.*

Articles IV.1 and 2(a) of the Plan, at p. 8, provide that DONE shall evaluate an application to determine if it meets all of the required criteria, and only “if the application is complete according to DONE’s evaluation” can it be forwarded to BONC for its consideration.

In this case, after evaluation DONE found that the application was **not complete** because it did not include what DONE felt is a required area (i.e., Westwood Hills). In such a situation, Article IV.2(c) of the Plan, at p. 9, provides:

“(c) If, at any time during the processes described in this section, DONE determines that an application is incomplete, **it shall return the application to the applicants** along with a detailed list in writing of the missing components.... Applicants whose certification application was determined to be incomplete and returned by DONE may at any time **re-submit** the application after amending it to meet **all** the necessary criteria.” (emphasis added)

Annexing our neighborhood without the required outreach does not cure the flawed application. In order to amend the application to meet all the necessary criteria, the organizers must also satisfy the pre-application outreach requirements of Article III.2 of the Plan. In this case, DONE merely had the organizers revise the map.

Further, the application is required to be amended *and re-submitted*, not merely amended which according to the March 2nd letter from DONE is all that was done. If re-submitted, the entire process begins over again, and any time periods run from the date of re-submission.

**D. Proposed NorthNC Splits Up Recognized Communities.** Article III.2(a)(ii) of the Plan, at p. 3, provides that the proposed boundaries should, “to the maximum extent feasible, *follow historic and contemporary community and neighborhood borders.*”

While DONE was busy illegally annexing Westwood Hills against our wishes, **DONE totally ignored the fact that the proposed boundaries are splitting up recognized neighborhoods and communities!** In particular, the Westwood Homeowners neighborhood and the Persian business community south of Wilshire, both well-recognized areas, are being split in two, again without any notice or outreach to those communities; and our neighborhood and the business community are being severed from other parts of the Westwood community. As with the lack of notice or outreach, DONE has ignored objections that were made on this ground.

**E. No Authority for “Informational” BONC Meeting.** In its March 2nd letter, DONE states that BONC will hold an informational meeting on March 13, 2018, but will take no action at this meeting. Instead, *at this very late stage in the subdivision process, after an election date has already been chosen*, DONE states:

“The purpose of this meeting is to provide information about the subdivision process and the application to the community. Our department will present information on how the application has now met the components of the subdivision with the boundary changes.... After the community meeting, our department will review any feedback received that would affect the application meeting the subdivision components with the Office of the

City Attorney [and] within 5 business days, the Department will issue the final approval or denial of the application.”

In one of its emails DONE indicates that this procedure has been “suggested” by BONC. **However, once again, we find no provision in either the Ordinance, the Plan, or indeed DONE’s own procedures published at <http://empowerla.org/subdivision/>, that authorizes DONE or BONC to hold a mere “informational meeting,” especially at such a late stage in the process — within 5 business days of which DONE will approve or reject the subdivision application at its own discretion, with no decision or oversight by BONC.**

Transparency in procedure is a critical component of due process — in this case, it is sorely missing. What is the point of an “informational” meeting with only 5 business days for decision, when DONE has had the application for more than 3 months and already scheduled the election?

The string of emails from WWNC, Westwood Hills, and other community members that followed DONE’s February 9th letter evidences the total confusion that exists among both Neighborhood Council members themselves and the greater public about the subdivision process — *due entirely to DONE’s failure to duly adopt and publish details about the process in advance of considering its first subdivision application.*

Subsection (e) of the Ordinance, adopted in 2016, authorizes DONE “to promulgate any further procedure, rule or regulation necessary for the administration of the subdivision process.” To the best we’ve been able to find, DONE has implemented this authority by creating its online page (copy attached), which contains only the most skeletal and incomplete provisions. If you click on the “Learn More About Subdivision” link, the website merely directs you to call DONE — this lax attitude toward rule-making enables DONE to come up with various procedures on the fly depending on who calls and who they speak to, with no assurance that different people who call at different times would be given the same information. But more importantly, why hasn’t DONE published its subdivision procedures for all to see?

This gross absence of transparency renders DONE’s actions arbitrary and capricious, and therefore invalid.

***F. Bias by DONE.*** Throughout this entire subdivision process, DONE has exhibited a marked bias in favor of the NorthNC organizers and against both the existing WWNC and the larger Westwood community. There has been a total lack of transparency and fairness as to the process, and total disregard for the concerns of, or even consultation with, the existing WWNC, Westwood Hills, other neighborhoods, and the greater Westwood community.

For example, as early as its February 9th letter — in which DONE found the subdivision application *incomplete* and therefore it could not be approved or presented to BONC — DONE nevertheless was already scheduling the election for May 22, 2018. Yet, in a subsequent email, responding to community objections, DONE states that the election is held within 90 days of application approval, not date of filing. *The application has not yet been approved — so why did DONE rush to schedule an election?*

And it wasn’t until that same date, February 9th, that DONE informed the existing WWNC of the subdivision application, that there was a BONC meeting scheduled for



February 26, 2018 on this issue, and that the anticipated election date was May 22. This information was emailed to the WWNC at 6:03 p.m. on a Friday evening, in a letter disingenuously suggesting that WWNC might want to take a position on the subdivision — which would have been too late to make it into the WWNC agenda for its upcoming meeting the following week, except for the fact that the regularly scheduled WWNC monthly meeting had been postponed one day because of Valentine's Day. The February 26 BONC meeting date chosen by DONE conflicted with a long-scheduled meeting with community leaders called by U.S. Congressman Ted Lieu; it was only after protest by Congressman Lieu's office and the community that DONE postponed the BONC meeting.

Further, DONE chose the date of May 22 for the election solely at the request of the student organizers of the proposed NorthNC — without any consultation with the existing WWNC, whose wider stakeholder constituents must also vote in this election. That date happens to be a Tuesday — contrary to nearly ten years of Neighborhood Council elections in this region, which have always been held on weekends to permit the largest number of stakeholders to vote.

DONE's March 2nd letter concludes with: "From now up until the final determination of the application, the Department will continue to work with the Formation Committee on any issues that may arise with the application." Why is DONE working only with the Formation Committee, and not also with the existing WWNC and the greater Westwood community?

The total lack of outreach or effort to involve significant numbers of parties in our community who would be affected by the NorthNC proposal is a clear indication of the rushed and biased process being employed by its organizers, condoned and abetted by DONE.

### III. CONCLUSIONS

**A. Subdivision Considerations.** At a bare minimum, subdivisions should be subject to certification rules similar to those governing initial formation of Neighborhood Councils. But in fact, subdivisions should be subject to *stricter standards* than initial formation of a Neighborhood Council, *because subdivision destroys an existing Neighborhood Council* which is already functioning, fully approved, certified and supervised by the city — thereby defeating one of the main purposes of the Neighborhood Council system, which is to empower communities by bringing them together.

The city needs to guard against allowing a handful of disgruntled people to break off into their own enclave — with the resulting requirement for increased city funding, which the already-strained city budget can ill afford. Otherwise the city risks the entire Neighborhood Council system collapsing into small divisive interest groups.

One of the first and most important factors that must be addressed in a subdivision application is whether, under the bylaws of the existing Neighborhood Council, the disgruntled group has the possibility of occupying one or more seats in the existing Neighborhood Council, and whether any of them has ever bothered to run for election.

**B. NorthNC Organizers Already Represented; Never Tried to Run for Office.** In the case of the proposed NorthNC subdivision, the organizers are predominantly UCLA students, a stakeholder group which is *already well represented on the existing WWNC*, and which further has the possibility of running for and holding an even larger block of seats.

Despite claiming to have so much interest in our community, **not one of the NorthNC organizers has ever tried to run for a seat on the WWNC.**

*In fact, UCLA-connected stakeholders now hold 11 out of the 19 seats on the existing WWNC — 5 seats are held by current UCLA students and staff: 2 undergraduate students, 1 graduate student, and 2 staff members (one of whom graduated only a few years ago, so is particularly sensitive to student interests); plus, in addition, 6 other members of the WWNC board are UCLA alumni, some with more than one degree from UCLA.*

To the extent the student organizers of the proposed NorthNC have an agenda they wish to advance on behalf of themselves or the university, then in addition to running for office in the WWNC, they also have other existing organizational platforms to use — including local community organizations such as the Westwood Community Council where UCLA students, faculty and staff have two dedicated seats; the Westwood Village Improvement Association where the UCLA Administrative Vice Chancellor sits on the Executive Committee; and numerous university organizations such as the UCLA Graduate Students Association, the UC Council of Student Body Presidents, the UCLA Undergraduate Students Association, the Academic Senate, etc. (for a more complete list, see, e.g., <https://sa.ucla.edu/RCO/public/search>; <https://senate.ucla.edu/>).

There is no reason to sacrifice the existing WWNC and the coherence of the Westwood community to pander to a small group of people who are already fully represented on, and have every opportunity to participate in, the existing WWNC and other community groups.


### **C. In Conclusion.**

DONE's actions have been unfair, biased, arbitrary, lacking in due process, and fail to comply even with the skeletal legal requirements that do exist. There is substantial confusion over what the subdivision process is, even among members of the existing WWNC, due to DONE's failure to adopt and publish clearly stated rules. DONE has stonewalled all the objections raised by the existing WWNC, Westwood Hills and other community members affected by the proposed NorthNC subdivision since going public with its February 9th letter, and is inappropriately pushing this ill-conceived subdivision proposal forward as quickly as it can.

**In conclusion, we ask that the May 22, 2018 election be taken off-calendar, and the NorthNC subdivision application be put on hold indefinitely, pending compliance with the required laws and procedures and until DONE, BONC and the city have duly adopted, after adequate public input, fair and transparent rules governing the subdivision process.**

Thank you for your prompt attention to this matter.

Very truly yours,

  
Terry A. Tegnazian  
President

Westwood Hills Property Owners Association

enc.

# CITY OF LOS ANGELES

CALIFORNIA

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20<sup>TH</sup> FLOOR, CITY HALL  
200 NORTH SPRING STREET  
LOS ANGELES, CA 90012

TELEPHONE: (213) 978-1551  
TOLL-FREE: 3-1-1  
FAX: (213) 978-1751  
E-MAIL: [EmpowerLA@lacity.org](mailto:EmpowerLA@lacity.org)

**GRAYCE LIU**  
GENERAL MANAGER

[www.EmpowerLA.org](http://www.EmpowerLA.org)

February 9, 2018

Sent Via Email

Re: North Westwood Neighborhood Council Subdivision Application

Dear North Westwood Neighborhood Council Formation Committee (Formation Committee):

Thank you for your submission of a subdivision petition to create a North Westwood Neighborhood Council. We [posted the application to our EmpowerLA.org website](http://www.EmpowerLA.org). The Department will notify the affected Neighborhood Council, the Westwood Neighborhood Council, about this application so that the board can review it and take action if they wish. If the board takes a position on the subdivision application, the Neighborhood Council cannot use public funds to advocate for that position. Resources can only be used to notify stakeholders of any subdivision community meetings and of the subdivision election if the application moves forward to that phase.

As part of our enhanced outreach efforts to inform the community of Neighborhood Council subdivisions, we will be working with the Board of Neighborhood Commissioners (Commission) to hold a special community meeting to review the application, including proposed bylaws and boundaries, before rendering our final decision of whether the application is deemed complete to move onto the election phase.

The meeting will be held within the proposed boundaries of the proposed new subdivided Neighborhood Council on Monday, February 26, 2018 at 6:00 pm. We will work with the Formation Committee to find a suitable location. At this meeting, we will present the application, and the Formation Committee will also have the opportunity to speak on the application. There will be an opportunity for the affected Neighborhood Councils to provide feedback, too, as well as the public via public comment.

Re: North Westwood Neighborhood Council Subdivision Application

AN EQUAL EMPLOYMENT OPPORTUNITY - AFFIRMATIVE ACTION EMPLOYER

After the community meeting and within 5 business days, the Department will issue the final approval or denial of the application. From now up until 5 business days after the meeting, the Department will continue to work with the Formation Committee on any issues that may arise with the application. We have identified an issue with the proposed boundaries of the North Westwood Neighborhood Council that must be resolved before the community meeting.

Per Article III, Section 2 of the Plan for a Citywide System of Neighborhood Councils (Plan) regarding boundaries, the proposed boundaries "should, to the maximum extent feasible, follow historic and contemporary community and neighborhood borders, and shall utilize natural boundaries or street lines and be geographically compact and contiguous." The east side of Veteran Avenue has been set as the west boundary of the North Westwood Neighborhood Council. This would create an unallowable remaining section of Westwood Neighborhood Council between the 405 and Veteran Avenue south of Sunset that is connected by a narrow strip of the west side of Veteran.

In order for the application to move forward to the community meeting, the proposed boundaries must include both sides of Veteran Avenue from Wilshire Boulevard to Sunset and all of the existing Westwood Neighborhood Council boundaries from Veteran Avenue to the 405 freeway that is south of Sunset. Alternatively, the Formation Committee can offer other boundaries that comply with Article II, Section 2 of the Plan. Please work with our department to provide acceptable boundaries by Wednesday, February 21, 2018 at 12 pm.

If the application is approved after the community meeting, an election will be held within 90 days of the approval. The election will ask the stakeholders of the affected Neighborhood Council to vote yes if they want the subdivision to happen or no if they do not. If a majority of the people voting in the election vote yes, the subdivision application will then move to the next phase of final Commission approval of the new North Westwood Neighborhood Council and the revised Westwood Neighborhood Council bylaws.

In an effort to conduct outreach about the subdivision election, the Department will hold three community information sessions about the subdivision and election before the election day. Two meetings will be held within the proposed new Neighborhood Council and one outside its boundaries, but within the Neighborhood Councils being subdivided. We anticipate the subdivision election to be held on May 22, 2018. While the Department has requested an online voting option from the City Council, we are not planning for approval at this point and have worked with the Office of the City Clerk to provide a Vote-by-Mail option instead.

Re: North Westwood Neighborhood Council Subdivision Application

Please contact me at [mike.fong@lacity.org](mailto:mike.fong@lacity.org) or (213) 978-1551 if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read 'Mike Fong', with a stylized, flowing script.

Mike Fong  
Director of Policy and Government Relations  
Department of Neighborhood Empowerment

cc: Gibson Nyambura, Neighborhood Empowerment Advocate  
Semee Park, Director of Neighborhood Council Operations

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TELEPHONE: (213) 978-1551  
TOLL-FREE: 3-1-1  
FAX: (213) 978-1751  
E-MAIL: [EmpowerLA@lacity.org](mailto:EmpowerLA@lacity.org)

**GRAYCE LIU**  
GENERAL MANAGER

[www.EmpowerLA.org](http://www.EmpowerLA.org)

March 2, 2018

Sent Via Email

Re: North Westwood Neighborhood Council Subdivision Application Revised Boundaries

Dear North Westwood Neighborhood Council Formation Committee (Formation Committee):

Thank you for your revised boundaries per request in our February 9, 2018 letter.

Per Article III, Section 2 of the Plan for a Citywide System of Neighborhood Councils (Plan) regarding boundaries, the proposed boundaries "should, to the maximum extent feasible, follow historic and contemporary community and neighborhood borders, and shall utilize natural boundaries or street lines and be geographically compact and contiguous."

The new boundary description for the proposed North Westwood Neighborhood Council meets the compact and contiguous requirement and will now be noted in the bylaws as:

Section 1: Boundary Description - The boundaries of the Council shall include the areas within the following lines of demarcation:

A. North – The south side of Sunset Boulevard from the I-405 Freeway in the west to Hilgard Avenue in the east ; and

B. East – The east side of Hilgard Ave from Sunset Blvd in the north to Weyburn Ave in the south ; the south side of Weyburn Ave from Hilgard Ave in the west to Malcolm Avenue in the east; the west side of Malcolm Ave from Weyburn Ave in the north to Wilshire Boulevard in the south; the east side of Westwood Blvd from Wilshire Blvd in the north to Ohio Avenue in the south; and

Re: North Westwood Neighborhood Council Subdivision Application

Page 2 of 2

March 2, 2018

C. South – The south side of Wilshire Blvd from Malcolm Ave in the east to Westwood Blvd in the west ; the north side of Ohio Ave from Westwood Blvd in the east to Veteran Ave in the west; and

D. West – The east side of Veteran Ave from Wilshire Blvd in the north to Ohio Ave in the south; the eastern side of the I-405 Freeway between Sunset Blvd in the North and Wilshire Blvd in the south, excluding the Veteran's Administration property.

A new map is attached and will be uploaded to our EmpowerLA website tomorrow.

We have rescheduled the community information meeting to present the application with the Board of Neighborhood Commissioners (Commission) to Tuesday, March 13, 2018 at 6:00 pm at Weyburn Commons, 11020 Weyburn Avenue, Los Angeles, CA 90024. Parking will be in Lot 32. Thank you for your assistance in obtaining this location.

Please note that at this meeting, there will be no action taken by the Commission. The purpose of the meeting is to provide information about the subdivision process and the application to the community. Our department will present information on how the application has now met the components of the subdivision with the boundary changes. Your committee will have 5 minutes to share any additional information about the application. If the Westwood Neighborhood Council has taken action on the matter, they will also have 5 minutes to present their position. The public will have an opportunity to weigh in via public comment as well.

After the community meeting, our department will review any feedback received that would affect the application meeting the subdivision components with the Office of the City Attorney. As mentioned in our previous letter, within 5 business days, the Department will issue the final approval or denial of the application. From now up until the final determination of the application, the Department will continue to work with the Formation Committee on any issues that may arise with the application.

Please contact me at [mike.fong@lacity.org](mailto:mike.fong@lacity.org) or (213) 978-1551 if you have any questions.

Sincerely,



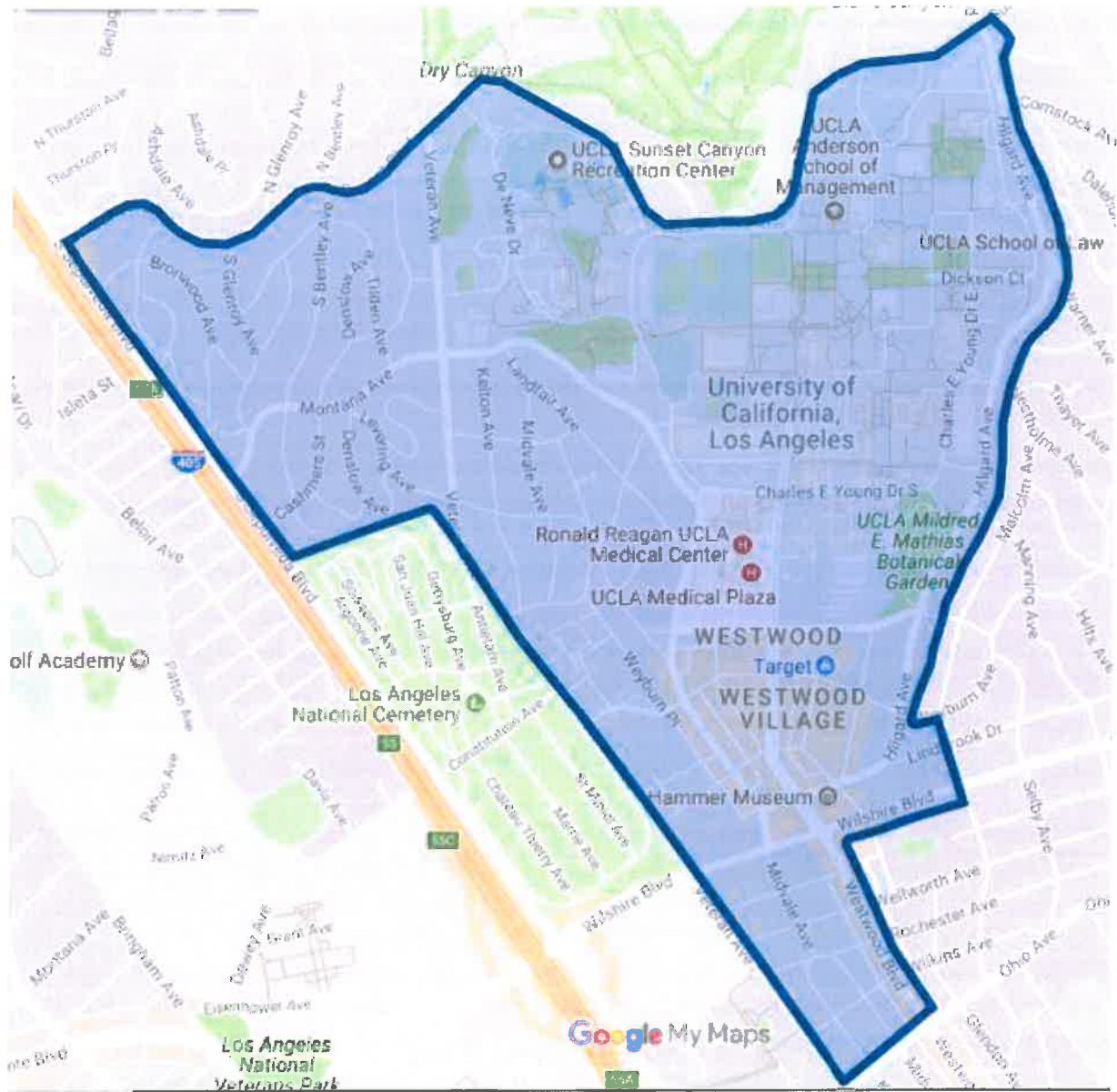
Mike Fong  
Director of Policy and Government Relations  
Department of Neighborhood Empowerment

cc: Gibson Nyambura, Neighborhood Empowerment Advocate  
Semee Park, Director of Neighborhood Council Operations

Attachment: Revised Proposed North Westwood Neighborhood Council Map



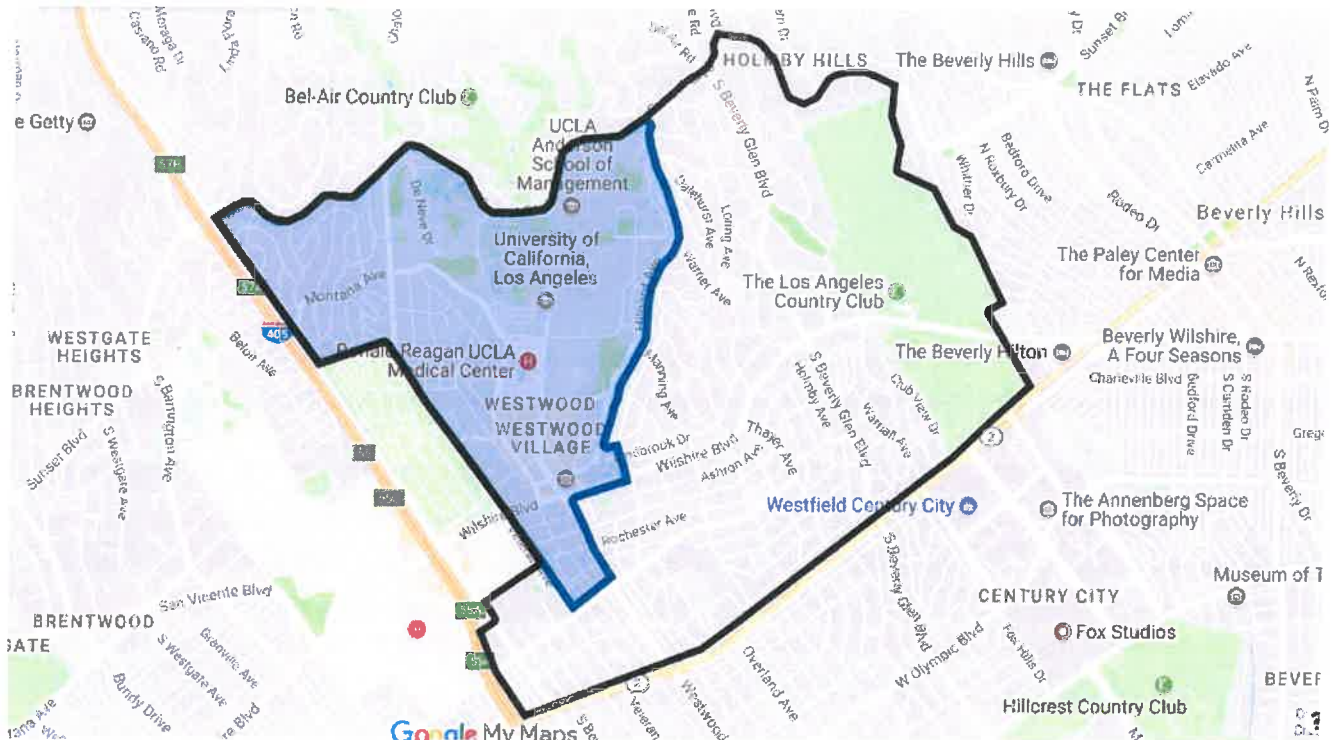
## Proposed North Westwood Neighborhood Council Boundaries



### Proposed North Westwood Neighborhood Council Boundaries



## The Existing Westwood Neighborhood Council and the Proposed North Westwood Neighborhood Council's Boundaries



Existing Westwood Neighborhood Council Boundaries

Proposed North Westwood Neighborhood Council Boundaries

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# Neighborhood Council Subdivisions

On October 9, 2013, the Board of Neighborhood Commissioners adopted a recommendation for creating an official Neighborhood Council subdivision process, which would allow a new Neighborhood Council to be created within the boundaries of an existing Neighborhood Council. This subdivision process allowed for new Neighborhood Councils to be formed from existing Neighborhood Councils without going through a decertification and recertification process. The Los Angeles City Council adopted [Ordinance 12-1681](#) on September 27, 2016 allowing for implementation of a Neighborhood Council subdivision process.

- [Learn More About Subdivision](#)

## What is a subdivision petition?

A subdivision petition is an application to the Department of Neighborhood Empowerment (Department) requesting to form a separate certified Neighborhood Council within the boundaries of one or more existing certified Neighborhood Councils, i.e. the proposed boundaries of the new Neighborhood Council can cross through several existing certified Neighborhood Councils.

## Who can file a subdivision petition?

A stakeholder(s) within an existing certified Neighborhood Council. A stakeholder is defined as any individual who lives, works or owns real property in the neighborhood and also to those who declare a stake in the neighborhood as a community interest stakeholder, defined as a person who affirms a substantial and ongoing participation within the Neighborhood Council's boundaries and who may in a community organization such as, but not limited to, educational, nonprofit and/or religious organizations.





## What qualifies for a new subdivided Neighborhood Council?

Any proposed new subdivided Neighborhood Council must meet the components of a regular Neighborhood Council Certification Application stated in Article III, Section 2 of the [Plan for a Citywide System of Neighborhood Councils \(Plan\)](#). This list summarizes the basic requirements, but please refer to the Plan for more details:

1. **Boundaries** – a detailed written description of proposed boundaries within the City of Los Angeles, including rationale for drawing the proposed boundaries. The boundaries should be comprised of no less than 20,000 Neighborhood Council stakeholders unless exceptions apply.
2. **Outreach** – the outreach process used to identify stakeholders within the proposed Neighborhood Council boundaries must be described in detail and 200 to 500 signatures from stakeholders that have an interest within the proposed Neighborhood Council boundaries must be submitted and should reflect the broadest array of stakeholders who will actively participate in the proposed Neighborhood Council. Stakeholder signature petitions must include the stakeholder's first and last name, a contact email and/or phone, type of stakeholder (live, work, own real property or community interest) and the physical address associated with their stakeholderhip. The physical address cannot be a post office box. The petition should also include language that states that the stakeholders understand that they are signing to support the creation of a new Neighborhood Council via the subdivision of existing Neighborhood Councils. Please include the names of the proposed and existing Neighborhood Councils.
3. **Bylaws** – bylaws for the proposed Neighborhood Council must be submitted. The Department will provide a bylaws template for petitioners.
4. **Financial Accountability** – standard language for financial accountability and the position of a Treasurer must be included in the petition.
5. **Ethics** – acknowledgement that all applicable laws of local, state and federal government shall be the minimum ethical standard for a certified Neighborhood Council.
6. **Contacts** – pursuant to the subdivision policy, the petition shall identify five stakeholders who are authorized to receive notice and make decisions regarding the subdivision petition, including any bylaw changes.

## What is the time frame for filing subdivision petitions?

Currently, the Department will accept subdivision petitions from November 17, 2017 to January 15, 2018. We will only process the **first five complete** petitions we receive in the order of receipt, i.e. we will reject any incomplete petitions and will not count them towards the final five for processing.

## What happens after I file the petition?

If the petition is complete, meets the requirements for a certified Neighborhood Council and is one of the first five petitions processed, the Department shall conduct an election within the boundaries stated in the subdivision petition within 90 days of the Department's



approval of the subdivision petition. A stakeholder is eligible to vote in the election if the person is a stakeholder in the proposed area for subdivision or in any of the Neighborhood Councils that are proposed for subdivision. A majority of the voters from the entire Neighborhood Council or Neighborhood Councils being subdivided must approve the subdivision in order to create the new Neighborhood Council. The term “majority of voters” refers to those stakeholders who participate in the subdivision election and does not mean a majority of total stakeholders in the Neighborhood Council boundaries.

If a majority of the stakeholders at the election approve the subdivision, then the existing certified Neighborhood Council or Neighborhood Councils being subdivided shall amend their bylaws within 30 days of the election to reflect changes to the boundaries and, if applicable, the board structure. The Department shall forward the bylaws for any Neighborhood Council that is being subdivided and the subdivision petition to the Board of Neighborhood Commissioners (Commission) for approval of the bylaws.

Once the Commission approves the bylaws, then the Neighborhood Council listed in the subdivision petition shall be deemed a certified Neighborhood Council within the City of Los Angeles. The five stakeholders listed in the subdivision petition shall be authorized to work with the Department and make decisions regarding the initial election or selection of the newly certified Neighborhood Council’s governing board. This initial board shall be an interim board until the elections in spring of even number years. The Neighborhood Council or Neighborhood Councils being subdivided are not required to recertify and continue to remain certified after approval by the Commission of the bylaws.

### **When does a new Neighborhood Council receive City funding?**

Newly certified Neighborhood Councils only receive their yearly allocation from the City once the initial Neighborhood Council governing board has been elected or selected, seat and trained, and upon the start of the new fiscal year, July 1st. If funding is delayed because the above criteria of the board has not been met in the new year, the yearly allocation may be prorated based on the time the new initial governing board has met all of the requirements.

### **How do I file a subdivision petition?**

All subdivision petitions will only be [accepted online](#). Once a petition has been submitted, the Department will notify the applicant(s) within 14 working days if the petition is complete and will be processed.

### **What if I have more questions?**

For more information, please contact Mike Fong of the Department of Neighborhood Empowerment at [mike.fong@lacity.org](mailto:mike.fong@lacity.org) or (213) 978-1551.



200 North Spring Street, Suite 2005  
Los Angeles, California 90012  
Phone: 213-978-1551  
Fax: 213-978-1751



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# Neighborhood Council Subdivisions

On October 9, 2013, the Board of Neighborhood Commissioners adopted a recommendation for creating an official Neighborhood Council subdivision process, which would allow a new Neighborhood Council to be created within the boundaries of an existing Neighborhood Council. This subdivision process allowed for new Neighborhood Councils to be formed from existing Neighborhood Councils without going through a decertification and recertification process. The Los Angeles City Council adopted [Ordinance 12-1681](#) on September 27, 2016 allowing for implementation of a Neighborhood Council subdivision process.

+ [Learn More About Subdivision](#)

DEPARTMENT OF NEIGHBORHOOD EMPOWERMENT

SEARCH OUR SITE

200 North Spring Street, Suite 2005  
Los Angeles, California 90012  
Phone: 213-978-1551  
Fax: 213-978-1751

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E-mail [webmaster@EmpowerLA.org](mailto:webmaster@EmpowerLA.org)



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## WESTWOOD NEIGHBORHOOD COUNCIL — FICTION vs. FACT

Sources: Westwood Neighborhood Council minutes, agendas and actions; community emails to DONE; Westwood Forward website and statements

<i><b>FICTION – Westwood Forward Says:</b></i>	<i><b>FACT – THE TRUTH IS:</b></i>
1) WWNC is opposed <b>bike lanes</b> in Westwood Village.	Not true! The Westwood Neighborhood Council (“WWNC”) is <b>UNANIMOUSLY in favor of bike lanes</b> in Westwood Village and within WWNC boundaries — WWNC just does not think that bike lanes should be on Westwood Blvd., which has very heavy car, bus and pedestrian traffic, and is near the busiest intersection in Los Angeles (Westwood and Wilshire). WWNC believes that for the <b>safety</b> of bike riders, cars, pedestrians and buses, in the Village <b>bike lanes should be placed one block over on Gayley Ave.</b>
2) WWNC is opposed to <b>affordable student housing</b> .	Not true! WWNC has <b>voted affirmatively for every single bed that UCLA’s administration has approved</b> . UCLA identified five new student housing sites on campus — of those, WWNC did not feel that the UNEX building, right in the midst of the Village, at a busy intersection, and on the route to our emergency level-one trauma center, was the best choice for locating the highest density and most height. WWNC felt it would be best to transfer some of that density and height to the other identified sites, rather than concentrating it all on that one site. But <b>WWNC voted to approve every single bed UCLA and the students have asked for</b> , and that is reflected in our vote and in our public comments.
3) The current WWNC does not have <b>enough student representation</b> on its board.	Not true! <b>UCLA-connected stakeholders now hold 11 out of 19 seats on WWNC</b> — 5 seats are held by current UCLA students and staff: 2 undergraduate students, 1 graduate student, and 2 staff members (one of whom graduated only a few years ago, so is very aware of student interests); plus, in addition, 6 other members of the WWNC board are UCLA alums, some with more than one degree from UCLA. The fact is that UCLA students could technically run for 18 of the 19 seats. <b>NONE of the Westwood Forward organizers has ever bothered to run for a seat</b> , despite advertisement, outreach, and word of mouth. We are a UCLA-heavy board in most ways.
4) <b>Student concerns</b> not being met.	Not true! In addition to the UCLA-heavy representation on the WWNC (#3 above), a <b>student engagement committee</b> was formed last year to specifically address UCLA student concerns. The format for this ad hoc committee was created in collaboration with the UCLA Graduate Students Association president, Michael Stiles, and his team — who are also coincidentally involved in Westwood Forward. This committee has met several times. <b>Every motion that this committee returned to WWNC was voted upon and approved</b> . The committee did not meet a few weeks ago, as the students presented no agenda items.



## WESTWOOD NEIGHBORHOOD COUNCIL — FICTION vs. FACT

Sources: Westwood Neighborhood Council minutes, agendas and actions; community emails to DONE; Westwood Forward website and statements

<i><b>FICTION – Westwood Forward Says:</b></i>	<i><b>FACT – THE TRUTH IS:</b></i>
5) <b>WWNC 2016 elections</b> were held on finals week at UCLA.	Not by choice! Despite exhaustive explanations to Westwood Forward about the election timeline, and confirmation of that by the Department of Neighborhood Empowerment (“DONE”), the students persist in peddling this false statement. As they have been told, <b>WWNC did not set the election date</b> ; it was set by DONE and the City Clerk’s office, according to a <b>regional election timeline</b> . WWNC had no power to change this date. <b>WWNC made it as easy as possible for students to vote</b> , holding the polls open for 6 hours on a weekend, sending cars and vans to pick up and return students, offering curbside voting — and students <b>could also vote by mail</b> , and could have used this option before the election.
6) WWNC election <b>polling place was too far away</b> for students.	Absurd! WWNC elections were held at the Westwood Rec Center, a mere <b>one block south of Wilshire</b> , because that location met all the requirements of a polling place — it had adequate and free parking, it had curbside voting, it was ADA accessible, and it was within the WWNC boundaries. Students are not the only stakeholders, and the polling place was as far, if not further, for almost all of the other WWNC stakeholders. For additional details, see #5 above.
7) WWNC has <b>blocked nightlife</b> in the Westwood Village Business Area.	Not true! WWNC has <b>never had an applicant</b> come before it asking for dancing, karaoke, live amplified music, etc. This seems to be a pervasive misconception. Such uses have not been asked for, so there is no precedent to look at or compare. Recently, the alcohol conditions for WWNC were amended drastically and passed. This should put to rest any idea that the WWNC is against nightlife businesses coming into the Village.
8) WWNC board members gave themselves <b>another year on the board</b> .	Timing changed by City Clerk! The NC elections were changed to odd years <b>by the City Clerk</b> , and NC boards throughout the city had to make a choice — they could continue on with a 2018 election and pay out of their own funds from the city, or they could have elections take place in 2019. <b>The majority of Neighborhood Councils in the city voted to move elections to 2019</b> . WWNC gives out almost all of its allotted city money as Neighborhood Purpose Grants (NPGs). WWNC gives more money in NPG grants to charities within its boundaries, than any other NC in Los Angeles. WWNC did not feel that it could responsibly spend \$8,000 to \$10,000 dollars on an election, <b>taking money away from very valuable community charities</b> .



## WESTWOOD NEIGHBORHOOD COUNCIL — FICTION vs. FACT

Sources: Westwood Neighborhood Council minutes, agendas and actions; community emails to DONE; Westwood Forward website and statements

<i><b>FICTION – Westwood Forward Says:</b></i>	<i><b>FACT – THE TRUTH IS:</b></i>
9) WWNC is against <b>affordable housing</b> .	Not true! WWNC has <b>never voted against affordable housing in any capacity</b> . WWNC cannot create affordable housing, it can only support and encourage it. One of Westwood Forward’s mantras is that if they become an NC they will create affordable housing. That is not what will happen, because <b>NCs have neither the power nor the means to build affordable housing</b> , in Westwood or anywhere else. They don’t own land; they can’t change city zoning laws and planning prerequisites. WWNC, like all NCs, is an advisory board. If Westwood Forward’s NC is approved, THEY too will be an advisory board.
10) Westwood Forward did <b>outreach to all stakeholders</b> within their annexed boundaries.	Not true! Westwood Forward submitted signatures that were obtained both online and in person. In the case of online petitions, it is very easy to fake names or add people without their permission. Community members asked DONE if it independently verifies such signatures but never received a reply, from which they assume that DONE does not independently verify, in which case the online signatures must be ignored. Looking at the in-person signatures, it was found that <b>95% or more were UCLA affiliated</b> — hardly the legally required “broadest array of Community Stakeholders,” and none were from the annexed area. There are also many duplicate signatures. In addition, signatures that were obtained were given based on misrepresentations of fact by Westwood Forward, such as those documented herein.
11) WWNC fought against <b>ROCCO’s Tavern</b> coming to Westwood.	Not true! <b>We did not object to Rocco’s Tavern</b> taking over the former O’Hara’s bar. In fact, we looked forward to a new business coming in. The only controversy we had with Rocco’s was when stakeholders, apartment renters across the corner, complained about the noise that would be generated by a loud, noisy Sports Bar with a retractable open window facing Gayley Avenue. We have to represent all of our stakeholders, not just the businesses. This apartment complex would most likely have filed a lawsuit due to these noise disturbances, especially occurring late at night. And neither the Westwood Design Review Board nor the Area Planning Commission, each of which separately considered the issue, agreed to permit ROCCO’s retractable window.

## WESTWOOD NEIGHBORHOOD COUNCIL — FICTION vs. FACT

Sources: Westwood Neighborhood Council minutes, agendas and actions; community emails to DONE; Westwood Forward website and statements

<i><b>FICTION – Westwood Forward Says:</b></i>	<i><b>FACT – THE TRUTH IS:</b></i>
12) The WWNC fought <b>Target’s liquor license.</b>	<p>The facts! WWNC was <b>excited and supportive of Westwood Village’s City Target</b>. It voted as a board against Target adding a liquor license for several reasons — there were already three other retail establishments selling off-site liquor within 100 feet of City Target (Trader Joe’s, Rite Aid, and Ralph’s Market which is upstairs in the same building as the City Target), not to mention approximately 38 other outlets in the Village that serve either full-line alcohol or beer and wine. WWNC questioned Target as to why it needed to sell alcohol, since it had said that alcohol constitutes only 1% of Target’s sales, as reported by its own counsel. Furthermore, Ralph’s had a clause in its lease that said Ralph’s would be the only liquor retailer in that building, so the landlord was breaching its agreement with Ralph’s if it permitted City Target to sell liquor. As Ralph’s was also a very valuable stakeholder, WWNC sided with it. A majority of stakeholders presenting to the WWNC were against the added alcohol, and since the City Target has such a small footprint compared to a full-size Target, most of our stakeholders wanted to use the floor space for additional Target non-alcoholic products.</p>

**Subject:** PRA - CASE #22157  
**From:** Mario Hernandez <mario.hernandez@lacity.org>  
**To:** ELA PRA <ela.pra@lacity.org>  
**Date Sent:** Tuesday, July 3, 2018 4:23:49 PM GMT-07:00  
**Date Received:** Tuesday, July 3, 2018 4:24:31 PM GMT-07:00

---

Thank you.

Mario Hernandez  
Neighborhood Council Advocate

**Department of Neighborhood Empowerment**  
200 N. Spring Street, Suite 2005  
Los Angeles, CA 90012  
Office | (213) 473-7472 Fax | (213) 978-1751  
Email | [Mario.Hernandez@LACity.org](mailto:Mario.Hernandez@LACity.org) Web | [www.EmpowerLA.org](http://www.EmpowerLA.org)



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**EMPOWERLA LEADERSHIP ACADEMY**

## Forwarded conversation

**Subject: RE: North Westwood NC subdivision - Need to Reschedule DONE Community Meeting**

-----

From: **Terry Tegnazian** <[REDACTED]>  
Date: Tue, Feb 27, 2018 at 6:51 PM  
To: Grayce Liu <[grayce.liu@lacity.org](mailto:grayce.liu@lacity.org)>, Stephen Resnick <[REDACTED]>  
Cc: "Chapman, Lisa" <[REDACTED]>, [REDACTED] <[REDACTED]@ucla.edu>, Sandy Brown <[REDACTED]>  
<[REDACTED]> Mike Fong <[Mike.Fong@lacity.org](mailto:Mike.Fong@lacity.org)>, Broide Barbara <[REDACTED]>  
<[REDACTED]> Doug Fitzsimmons <[chair@westsidecouncils.com](mailto:chair@westsidecouncils.com)>, Sann Steven <[REDACTED]>  
<[REDACTED]> [westwoodhillsboard@yahoogroups.com](mailto:westwoodhillsboard@yahoogroups.com), [elise.ruden@lacity.org](mailto:elise.ruden@lacity.org),  
[sarah.dusseault@lacity.org](mailto:sarah.dusseault@lacity.org), [adeena.bleich@lacity.org](mailto:adeena.bleich@lacity.org), [nicholas.greif@lacity.org](mailto:nicholas.greif@lacity.org),  
[david.ryu@lacity.org](mailto:david.ryu@lacity.org), [Gilbert.Cedillo@lacity.org](mailto:Gilbert.Cedillo@lacity.org), [Arturo.Chavez@lacity.org](mailto:Arturo.Chavez@lacity.org),  
[Tony.Ricasa@lacity.org](mailto:Tony.Ricasa@lacity.org), [Debby.Kim@lacity.org](mailto:Debby.Kim@lacity.org), [Wesson.hj@lacity.org](mailto:Wesson.hj@lacity.org), [deron.williams@lacity.org](mailto:deron.williams@lacity.org),  
[andrew.westall@lacity.org](mailto:andrew.westall@lacity.org), [edw.johnson@lacity.org](mailto:edw.johnson@lacity.org), [justin.wesson@lacity.org](mailto:justin.wesson@lacity.org),  
[paul.koretz@lacity.org](mailto:paul.koretz@lacity.org), [joan.pelico@lacity.org](mailto:joan.pelico@lacity.org), [david.hersch@lacity.org](mailto:david.hersch@lacity.org),  
[jeffrey.ebenstein@lacity.org](mailto:jeffrey.ebenstein@lacity.org), [jasmine.shamolian@lacity.org](mailto:jasmine.shamolian@lacity.org), [Commission@empowerla.org](mailto:Commission@empowerla.org),  
[Loyatkinson.bonc@gmail.com](mailto:Loyatkinson.bonc@gmail.com), [commissionerlipmen@gmail.com](mailto:commissionerlipmen@gmail.com),  
[Commissionerlenshaffer@gmail.com](mailto:Commissionerlenshaffer@gmail.com), [debra.wehbe@lacity.org](mailto:debra.wehbe@lacity.org), [maggie.darett-quiroz@lacity.org](mailto:maggie.darett-quiroz@lacity.org)

Hi Grayce - regarding the number of signers of the petition from Westwood Forward for the proposed North Westwood NC - does DONE verify signers of the online petition, and if so, how, since it is very easy for names online to be either faked or added without the permission of the

person being named? If you do not independently verify the online petition, then those signatures must be ignored.

If you look only at the hand-signed petitions, how many are UCLA students, faculty, staff or administration – from what we have been able to determine, it appears that **95% or more are UCLA-related**. This is hardly “the broadest array of stakeholders” required both by your own rules, <http://empowerla.org/subdivision/>, and by Article III.2(b) of Plan for a Citywide System of Neighborhood Councils (“NC Plan”), at p. 4.

And, again, following up on my emails of Feb. 16 and 20 (at the bottom of this thread), we do not see how it is possible for this application to proceed when DONE itself concluded that the boundaries specified in the application did not satisfy the legal requirements for an NC! Not only did the applicants fail to satisfy the pre-application outreach requirement above, but Article IV.2 of the NC Plan, at p. 8, provides that DONE can forward the application to BONC only “if the application is complete according to DONE's evaluation” – **in this case, DONE evaluated the application and concluded that it was not complete because it did not include the required boundaries** (and as a result, lacked the required pre-application outreach).

The application should have been rejected and sent back to the organizers to meet the legal requirements. Outreach after the fact, which is what you propose, is not the legally required outreach – the Westwood Hills neighborhood had no notice of the proposed subdivision, no outreach was done to it, no opportunity was given to participate in the proposed bylaws by which you now think we should be bound (and it's naïve to believe that if this splinter NC is approved in an election, there would later be any meaningful negotiation regarding the bylaws or structural issues).

The process DONE has followed to date is unfair, biased, arbitrary and capricious, lacking in due process, and fails to comply with the legally required standards.

Thank you for your consideration,

Terry Tegnazian

President, Westwood Hills Property Owners Association

**From:** Grayce Liu [mailto:[grayce.liu@lacity.org](mailto:grayce.liu@lacity.org)]

**Sent:** Tuesday, February 27, 2018 5:38 PM

**To:** Stephen Resnick

**Cc:** Chapman, Lisa; Sandy Brown; Tegnazian Terry; Mike Fong; Broide Barbara; Doug Fitzsimmons; Sann Steven; [westwoodhillsboard@yahoo.com](mailto:westwoodhillsboard@yahoo.com)

**Subject:** Re: Need to Reschedule DONE Community Meeting

Hi, Stephen,

Hope all is well. Thanks for your email.

Re: the reason for cancelling the meeting, please see my second email to Terry sent on February 22nd at 5:56 pm where you are copied on it.

Re: fact checking, our staff reviews the application for material issues that would prevent the application from moving forward, such as the boundaries. In the case of the bylaws alleged using the name UCLA to name their board seats, the [submitted bylaws](#) do not use UCLA in the board position names so it is not an issue. There has been a lot of misinformation in the community that is contrary to the information we provided in [our letter](#) or the [application](#), both of which are posted on our website, so please help us by not unintentionally perpetuating such information.

Please see my email to Lisa sent today at 5:14 pm about meeting in person to address any other concerns.

Best,

Grayce Liu  
General Manager

**Department of Neighborhood Empowerment**

[200 N. Spring Street, Suite 2005](#)

[Los Angeles, CA 90012](#)

Office | [213-978-1551](#) Fax | [213-978-1751](#)

Email | [EmpowerLA@lacity.org](mailto:EmpowerLA@lacity.org) Web | [www.EmpowerLA.org](http://www.EmpowerLA.org)



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**EMPOWERLA LEADERSHIP ACADEMY**

On Tue, Feb 27, 2018 at 3:34 PM, Stephen Resnick <[REDACTED]> wrote:

Hi Grayce,

This is very odd as I don't recall you previously stating that the meeting was cancelled because the Board of Neighborhood Commissioners received a request to do so from Congressman Lieu. I would be please to be corrected but I do note the reply you sent to Terry Tegnazian on this subject. I would certainly hope you didn't cast our concerns aside when you were contacted about the meeting conflict and refused to act until you were contacted by Congressman Lieu personally. This was a serious issue and a major disrespect of our community.

Setting that aside for the moment, are you saying that the concerns raised will be dealt with after the election? Seriously? As in it's no big deal and we have no procedures for fact checking and we'll just let the election happen. And if we find something amiss, then what? Void the election?

Steve

On Tue, Feb 27, 2018 at 2:46 PM, Grayce Liu <[grayce.liu@lacity.org](mailto:grayce.liu@lacity.org)> wrote:

Hi, Lisa and Sandy,

Hope all is well. Thanks for your email. As I mentioned before, the meeting was cancelled because the Board of Neighborhood Commissioners received a request to do so from Congressman Lieu about his community meeting starting later the same evening. Once we have confirmed a new location and time, the Formation Committee and the Westwood Neighborhood Council will be provided the information with as much notice as possible. At this point, they are considering the week of March 19th.

I've already addressed Neighborhood Council outreach in my last email with Sandy.

Per the [subdivision ordinance](#), the Board of Neighborhood Commissioners would certify and address the bylaws if the application is moved to the election phase and a majority of stakeholders vote for the subdivision. This would include any issues with the board composition and seat names, which will be reviewed and considered at that time (likely June or July if applicable).

Please let me know if you have any other questions.

Best,

Grayce Liu  
General Manager

**Department of Neighborhood Empowerment**

[200 N. Spring Street, Suite 2005](#)

[Los Angeles, CA 90012](#)

Office | [213-978-1551](#) Fax | [213-978-1751](#)

Email | [EmpowerLA@lacity.org](mailto:EmpowerLA@lacity.org) Web | [www.EmpowerLA.org](http://www.EmpowerLA.org)



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**EMPOWERLA LEADERSHIP ACADEMY**

On Mon, Feb 26, 2018 at 11:54 AM, Chapman, Lisa <[REDACTED]@[REDACTED].ucla.edu> wrote:

And one more question, Grayce....what amount of notice will be given to all of us, and especially the Westwood Hills Property Owner's group, of when this BONC "community" meeting will be rescheduled? They, and frankly all of us, have a right to place this on their schedules and be prepared to give public comment.

---

**From:** Sandy Brown [mailto:[REDACTED]]  
**Sent:** Monday, February 26, 2018 11:48 AM  
**To:** Chapman, Lisa <[LChapman@mednet.ucla.edu](mailto:LChapman@mednet.ucla.edu)>  
**Cc:** [REDACTED] <[\[REDACTED\]@lacity.org](mailto:[REDACTED]@lacity.org)>; Resnick Stephen <[REDACTED]>  
<[REDACTED]> Mike Fong <[Mike.Fong@lacity.org](mailto:Mike.Fong@lacity.org)>; Broid  
Doug Fitzsimmons <[chair@westsidecouncils.com](mailto:chair@westsidecouncils.com)>; Sann Steven <[REDACTED]>  
[westwoodhillsboard@yahoogroups.com](mailto:westwoodhillsboard@yahoogroups.com)

**Subject:** Re: Need to Reschedule DONE Community Meeting

Grayce, this has been handled so poorly as is obvious by the questions asked by many. DONE has not been clear and whether that is in purpose or not, I do not know. Maybe the rules under which DONE operates are vague and loose.

If the Westwood Hills homeowner boundaries, were added by DONE, those residents could not possibly have had ANY outreach. Yet, DONE accepted the Westwd, Forward application. If this

is the case, it's unacceptable.

The use of the UCLA name - how was that acceptable? DONE has no clue as to what the repercussions of this division mean to our community of Westwood.

Why was tonight's meeting cancelled? Because of the VA mtg. or because DONE didn't know what it was doing? DONE works by numbers - the more NCs, the more candidates, the more votes, the better DONE looks. That is disgusting from a public policy perspective. Review your decisions! Gibson attends our meeting and is not very well prepared. He may be a wiz in the office but he seldom has answers to our questions at meetings. He is always going to get back to us.

Westwood is an old established community. The WWNC has done an excellent job. The homeowner associations have served their communities for over 50 years, We are not neophytes. We are politically active and have a sound understanding of community and specific plans. We need your understanding and help to keep us together, not to divide and pit one group against another.

You must be clear with your emails, not call this meeting by different names. We expect that you will answer questions in a clear and concise manner. We are requesting your help now.

Thank you.

Sandy Brown

On Feb 26, 2018, at 11:03 AM, Chapman, Lisa <[REDACTED]@[REDACTED][ucla.edu](mailto:[REDACTED]@ucla.edu)> wrote:

Hi Grayce,

Please clarify a few things if you would.

Who exactly approves the subdivision application, and when is that done? It sounds from what has been sent here, that DONE approves the subdivision application on their own. But even the Westwood Forward group is under the impression that it also needs to have BONC have this "community meeting" first. You mention below, that BONC will not be taking action on this matter. Does this application have to go through the process of the BONC community meeting first? We would like to know with clarity what the final timeline looks like at this point.

Secondly, it is a very real disappointment that this formation group must only conduct outreach in their proposed boundaries. That being said, how do you determine that they have done that? Our council has close ties with the Westwood business community in the Village, esp as we have



4 business seats representing them. There has been very little to no outreach done in the Village. How would you even determine that there WAS adequate outreach done to this huge area? Their signatures are not business signatures, I am sure 95% are all from students.

Also, how is it that the Westwood Hills homeowner group has now been included in WW Forward's boundaries, but they get no say in what the by-laws read?

I also saw their bylaws, and they have used the UCLA name in many of their seats. That is a trademarked name, and I don't believe it can be used this way. I believe they must say college student or the such, not UCLA. Our NC had to do the same in 2010, why would the rules be any different?

We will await your reply.

Thanks,

Lisa

**From:** Grayce Liu [<mailto:grayce.liu@lacity.org>]  
**Sent:** Friday, February 11, 2011  
**To:** Sandy Brown <[REDACTED]>  
**Cc:** Resnick Steph [REDACTED]; Tegnazian Terry <[REDACTED]>  
Chapman, Lisa <[REDACTED]@[REDACTED].ucla.edu>; Mike Fong <[REDACTED]> Gibson  
Nyambura <[gibson.nyambura@lacity.org](mailto:gibson.nyambura@lacity.org)>; Broide Barbara <[REDACTED]>  
Fitzsimmons <[chair@westsidecouncils.com](mailto:chair@westsidecouncils.com)>; Sann Steven <[REDACTED]> [weswoodhillsboard@yahoogroups.com](http://weswoodhillsboard@yahoogroups.com)  
**Subject:** Re: Need to Reschedule DONE Community Meeting

Hi, Sandy,

Hope all is well. Thanks for your email. I am sorry to hear of your frustration with the information we have provided about the subdivision. I don't know where the word "hearing" came from either, and when I saw it being used, I tried to clarify it was not a hearing, but a community meeting with the Board of Neighborhood Commissioners. My apologies if one of our staffers accidentally used "hearing" in reference to the community meeting.

Per the [letter to the North Westwood Formation Committee](#), which was also emailed to the WWNC on February 9th, we provided details that EmpowerLA would present the subdivision application and the Formation Committee, WWNC and the public would have the opportunity to speak on the matter. Please refer back to this letter for the details as they answer many of the questions in this email chain about who gets to speak and what is happening at this community meeting. The Commission is not taking action on this matter. This community meeting was suggested by the Commission prior to our department's approval of any subdivision application to provide everyone information on the application and the process.

As for how we approve an application to move onto the election phase, we are guided by the [subdivision ordinance](#) that the application meets the components of Article III, Section 2 of the [Plan for a Citywide System of Neighborhood Councils](#). We did note in the letter to the Formation Committee that the proposed boundaries would not result in compact and contiguous boundaries for both the new Neighborhood Council and the WWNC unless some changes were made, which the Formation Committee was open to doing.

One particular area that has been brought up is outreach, which states in Section 2, (b):

"The outreach process used to identify stakeholders within the proposed Neighborhood Council boundary must be described in detail. In order to demonstrate a good faith effort towards achieving a diversity of stakeholder representation, an applicant(s) shall collect no less than 200 and no more than 500 signatures from stakeholders that have an interest within the proposed Neighborhood Council boundaries. Signatures shall, to the maximum extent feasible, reflect the broadest array of Community Stakeholders who will actively participate in the proposed Neighborhood Council. "

We know that with a signature requirement of 200-500, it is not possible to contact everyone in a proposed Neighborhood Council and that not all stakeholders will "actively participate" in the proposed Neighborhood Council. Submitting the requisite number of signatures satisfies this section so long as every single one is not the same type of stakeholder, e.g. homeowners, workers, etc. In those cases, the remedy is not rejection of the application, but working with the Formation Committee to obtain the signatures of other stakeholder types so more than one type of stakeholder is notified. Because we are suggesting changing the proposed boundaries to meet the "compact and contiguous" requirement, we will not hold it against the Formation Committee if they have not yet had an opportunity to notify areas that may now be included in the proposed boundaries.

Aside from the signatures, there is no other outreach requirement prior to the submission of the application. If the application is approved for the election phase, then EmpowerLA will hold additional community information meetings about the subdivision both within the proposed Neighborhood Council and in the existing Neighborhood Council as stated in the letter. We also encourage both the Formation Committee and the affected Neighborhood Council to notify stakeholders of the election. We are just at the beginning of the entire outreach process. As I have been contacted by various types of stakeholders in the Westwood community even if it is to express concern that they are just finding out about the application, they do know about the application, and there is still plenty of time to provide more information. The application is posted on [our website](#). Ultimately, the stakeholders will make the final decision if a subdivision application that has met the Plan components succeeds via their vote at the subdivision election.

I hope this provides clarification about the subdivision process. As for Stephen not receiving the emails, this is the first I am hearing about it. We are using the contact information he provided to us at [sresnick@wwnc.org](mailto:sresnick@wwnc.org). We did not receive a bounce back on our side so he should check his spam. If he still can't find the email or if he would prefer that we use a different address, please have him contact Gibson or [rosters@empowerla.org](mailto:rosters@empowerla.org) so we can assist.

Please let me know if you have any other questions. Have a great weekend!

Best,

Grayce Liu  
General Manager

**Department of Neighborhood Empowerment**

[200 N. Spring Street, Suite 2005](#)

[Los Angeles, CA 90012](#)

[Office | 213-978-1551](#) [Fax | 213-978-1751](#)

Email | [EmpowerLA@lacity.org](mailto:EmpowerLA@lacity.org) Web | [www.EmpowerLA.org](http://www.EmpowerLA.org)



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EMPOWERLA LEADERSHIP ACADEMY

On Fri, Feb 23, 2018 at 10:22 AM, Sandy Brown <[REDACTED]> wrote:

Hi Grayce,

This is all quite frustrating and really demonstrates the problems in your office. There are so many mixed messages coming from DONE that I wonder what I should believe.

Stephen Resnick is the secretary of the Westwood Neighborhood Council. He received NOTHING from Mike Fong. This BONC "whatever it is" has been described as way too many things by your office and BONC. Is it a "community meeting", a "hearing", an "informational meeting," it is "not a hearing, but an outreach meeting to provide stakeholders information about the application?" What is it? What is the community expected to do? Do you understand my frustration? I have used quotes as to what your office and commissioners have called it.

Please, set the record straight for the last time. Really, this is unacceptable. Additionally, Mike Fong should have Stephen Resnick on the WWNC board member list. Please update it as he's been in his position since the WWNC had it's first meeting years ago.

Thank you.

Sandy Brown

On Feb 23, 2018, at 10:05 AM, Grayce Liu <[grayce.liu@lacity.org](mailto:grayce.liu@lacity.org)> wrote:

Hi, Stephen,

Hope all is well. Thanks for your email. Yes, I know that Mike sent out the notification in the morning, but those only went to the Formation Committee and the Westwood Neighborhood Council. I closed the loop with Terry the first opportunity I had since my last email to Terry stated the meeting was still on.

Please let me know if you have any other questions.

Best,

Grayce Liu  
General Manager

**Department of Neighborhood Empowerment**

[200 N. Spring Street, Suite 2005](#)

[Los Angeles, CA 90012](#)

[Office | 213-978-1551](#) Fax | [213-978-1751](#)

Email | [EmpowerLA@lacity.org](mailto:EmpowerLA@lacity.org) Web | [www.EmpowerLA.org](http://www.EmpowerLA.org)



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**EMPOWERLA LEADERSHIP ACADEMY**

On Thu, Feb 22, 2018 at 7:11 PM, Stephen Resnick  
<[REDACTED]> wrote:

Hi Grayce,

Are you aware that Mike Fong sent out an email at 8:45am that the

meeting was cancelled? Yet you didn't send out an email to the Westwood community announcing the cancellation until 5:45pm. Can you provide an explanation as to why some get primary notification first thing in the morning but others get secondary notification at the end of the day?

On Thu, Feb 22, 2018 at 5:44 PM, Grayce Liu <[grayce.liu@lacity.org](mailto:grayce.liu@lacity.org)> wrote:

Hi, Terry,

Hope all is well. This is a follow up that the February 26th community meeting is being rescheduled by the Board of Neighborhood Commissioners. We will provide an update once they identify another date.

Please let me know if you have any other questions. Have a good evening!

Best,

Grayce Liu  
General Manager

**Department of Neighborhood Empowerment**

[200 N. Spring Street, Suite 2005](#)

[Los Angeles, CA 90012](#)

[Office | 213-978-1551](#) Fax | [213-978-1751](#)

Email | [EmpowerLA@lacity.org](mailto:EmpowerLA@lacity.org) Web | [www.EmpowerLA.org](http://www.EmpowerLA.org)



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**EMPOWERLA LEADERSHIP ACADEMY**

On Wed, Feb 21, 2018 at 1:36 PM, Grayce Liu <[grayce.liu@lacity.org](mailto:grayce.liu@lacity.org)> wrote:

Hi, Terry,

The information community meeting with the Board of Neighborhood Commissioners is still scheduled for February 26th. It is not a hearing, but an outreach meeting to provide stakeholders information about the application.

Please let me know if you have any other questions.

Best,

Grayce Liu  
General Manager

**Department of Neighborhood Empowerment**

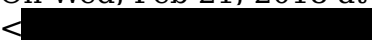
[200 N. Spring Street, Suite 2005](#)

[Los Angeles, CA 90012](#)

Office | [213-978-1551](tel:213-978-1551) Fax | [213-978-1751](tel:213-978-1751)

Email | [EmpowerLA@lacity.org](mailto:EmpowerLA@lacity.org) Web | [www.EmpowerLA.org](http://www.EmpowerLA.org)



On Wed, Feb 21, 2018 at 1:32 PM, Terry Tegnazian <> wrote:

[Thanks, Grayce. In the meantime, has the Feb. 26 hearing been](#)

taken off calendar?

Terry

**From:** Grayce Liu [mailto:[grayce.liu@lacity.org](mailto:grayce.liu@lacity.org)]  
**Sent:** Wednesday, February 21, 2018 1:28 PM  
**To:** Stephen Resnick; Terry Tegnazian; Lisa Chapman; Sandy Brown  
**Cc:** Mike Fong; Gibson Nyambura; Semee Park; Joan Pelico; Jasmine Shamolian; Faisal Alserri; Paul Koretz; Barbara Broide; Doug Fitzsimmons

**Subject:** Re: Need to Reschedule DONE Community Meeting

Hi, Stephen, Terry, Lisa and Sandy,

Hope all is well. Thank you for all of your comments. We are reviewing them with the City Attorney's Office.

Please let me know if you have any other questions or comments.

Best,

Grayce Liu  
General Manager

**Department of Neighborhood Empowerment**

[200 N. Spring Street, Suite 2005](#)

[Los Angeles, CA 90012](#)

[Office | 213-978-1551](#) Fax | [213-978-1751](#)

Email | [EmpowerLA@lacity.org](mailto:EmpowerLA@lacity.org) Web | [www.EmpowerLA.org](http://www.EmpowerLA.org)



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**EMPOWERLA LEADERSHIP ACADEMY**

On Tue, Feb 20, 2018 at 2:23 PM, Stephen Resnick

<[REDACTED]> wrote:

Dear Grayce,

Outreach. That is the byword of the Department of Neighborhood Empowerment. The yardstick by which neighborhood councils are measured. The more people that are contacted and the more people that get involved in NCs and come to meetings, the better. At least that's what I recall from a lengthy conversation you and I had some time ago.

During our conversation I also recall mentioning **the great work the Westwood Neighborhood Council** has done in the community. Except for operating expenses, **all funds are given to local groups and organizations** in the form of grants. One outstanding example of this is \$5,000 that went to the UCLA Food Bank. These grants are one of the hallmarks of the Westwood Neighborhood Council.

With these things in mind, it is quite something then as to the controversy surrounding the application for the North Westwood subdivision. **Community Leaders and Presidents have advised you that proper outreach was not done.** They have also advised you of **gerrymandered boundaries**. Most certainly I was not contacted and I am not aware of WHA members being contacted regarding this proposed subdivision. The lack of outreach and the gerrymandering of boundaries are serious deficiencies that concern the appropriateness of the subdivision application, but also speak of the weakness of the subdivision process itself.

Then there is the conduct surrounding the application. **The WWNC is frequently and consistently insulted and accused of all manner of things.** This **abuse**, sometimes quite directed, continues unabated at each and every WWNC meeting.

Grayce, something went terribly wrong with this process. The application does not meet requirements. The abuse does not meet community standards. The WWNC gets a reputation that is not warranted. WWNC is a valued member of the community and doesn't deserve all that has happened. The Westwood Community doesn't deserve all that has happened.

Today, right now, we have what I call a **MOMENT OF TRUTH**. A singular opportunity that doesn't come along very often. An opportunity for DONE



to insert itself in the process and say enough; it's time for a pause; it's time to meet. Please promote confidence in the NC system. Please promote that the Westwood Neighborhood Council and all 19 council members, along with the Westwood Community must be respected.

Stephen Resnick,

Member, Westwood Neighborhood Council

President, Westwood Homeowners Association

On Tue, Feb 20, 2018 at 11:32 AM, Terry Tegnazian  
<[REDACTED]> wrote:

Following up on my email below, I would like to elaborate. If the application was fatally flawed because it did not include what DONE feels is a required area (i.e., Westwood Hills), the proper action for DONE was to reject the application in its current form and aske the organizers to correct and resubmit.

...

[Message clipped]

-----  
From: **Chapman, Lisa** <[REDACTED]@[REDACTED].ucla.edu>  
Date: Wed, Feb 28, 2018 at 6:36 PM  
To: Terry Tegnazian <[REDACTED]>  
Cc: Grayce Liu <[grayce.liu@lacity.org](mailto:grayce.liu@lacity.org)>, Stephen Resnick <[REDACTED]> Sandy Brown <[REDACTED]> Mike Fong <[Mike.Fong@lacity.org](mailto:Mike.Fong@lacity.org)>, Broide Barbara <[REDACTED]> Doug Fitzsimmons <[chair@westsidecouncils.com](mailto:chair@westsidecouncils.com)>, Sann Steven <[REDACTED]> "[westwoodhillsboard@yahoogroups.com](mailto:westwoodhillsboard@yahoogroups.com)" <[westwoodhillsboard@yahoogroups.com](mailto:westwoodhillsboard@yahoogroups.com)>, "[elise.ruden@lacity.org](mailto:elise.ruden@lacity.org)" <[elise.ruden@lacity.org](mailto:elise.ruden@lacity.org)>, "[sarah.dusseault@lacity.org](mailto:sarah.dusseault@lacity.org)" <[sarah.dusseault@lacity.org](mailto:sarah.dusseault@lacity.org)>, "[adeena.bleich@lacity.org](mailto:adeena.bleich@lacity.org)" <[adeena.bleich@lacity.org](mailto:adeena.bleich@lacity.org)>, "[nicholas.greif@lacity.org](mailto:nicholas.greif@lacity.org)" <[nicholas.greif@lacity.org](mailto:nicholas.greif@lacity.org)>, "[david.ryu@lacity.org](mailto:david.ryu@lacity.org)" <[david.ryu@lacity.org](mailto:david.ryu@lacity.org)>, "[Gilbert.Cedillo@lacity.org](mailto:Gilbert.Cedillo@lacity.org)" <[Gilbert.Cedillo@lacity.org](mailto:Gilbert.Cedillo@lacity.org)>, "[Arturo.Chavez@lacity.org](mailto:Arturo.Chavez@lacity.org)" <[Arturo.Chavez@lacity.org](mailto:Arturo.Chavez@lacity.org)>, "[Tony.Ricasa@lacity.org](mailto:Tony.Ricasa@lacity.org)" <[Tony.Ricasa@lacity.org](mailto:Tony.Ricasa@lacity.org)>, "[Debby.Kim@lacity.org](mailto:Debby.Kim@lacity.org)" <[Debby.Kim@lacity.org](mailto:Debby.Kim@lacity.org)>, "[Wesson.hj@lacity.org](mailto:Wesson.hj@lacity.org)" <[Wesson.hj@lacity.org](mailto:Wesson.hj@lacity.org)>, "[deron.williams@lacity.org](mailto:deron.williams@lacity.org)" <[deron.williams@lacity.org](mailto:deron.williams@lacity.org)>, "[andrew.westall@lacity.org](mailto:andrew.westall@lacity.org)" <[andrew.westall@lacity.org](mailto:andrew.westall@lacity.org)>, "[edw.johnson@lacity.org](mailto:edw.johnson@lacity.org)" <[edw.johnson@lacity.org](mailto:edw.johnson@lacity.org)>, "[justin.wesson@lacity.org](mailto:justin.wesson@lacity.org)" <[justin.wesson@lacity.org](mailto:justin.wesson@lacity.org)>, "[paul.koretz@lacity.org](mailto:paul.koretz@lacity.org)" <[paul.koretz@lacity.org](mailto:paul.koretz@lacity.org)>, "[joan.pelico@lacity.org](mailto:joan.pelico@lacity.org)" <[joan.pelico@lacity.org](mailto:joan.pelico@lacity.org)>, "[david.hersch@lacity.org](mailto:david.hersch@lacity.org)" <[david.hersch@lacity.org](mailto:david.hersch@lacity.org)>, "[jeffrey.ebenstein@lacity.org](mailto:jeffrey.ebenstein@lacity.org)" <[jeffrey.ebenstein@lacity.org](mailto:jeffrey.ebenstein@lacity.org)>, "[jasmine.shamolian@lacity.org](mailto:jasmine.shamolian@lacity.org)" <[jasmine.shamolian@lacity.org](mailto:jasmine.shamolian@lacity.org)>, "Commission@Empowerla.org" <[Commission@empowerla.org](mailto:Commission@empowerla.org)>, "[Joyatkinson.bonc@gmail.com](mailto:Joyatkinson.bonc@gmail.com)" <[Joyatkinson.bonc@gmail.com](mailto:Joyatkinson.bonc@gmail.com)>, "[commissionerlipmen@gmail.com](mailto:commissionerlipmen@gmail.com)" <[commissionerlipmen@gmail.com](mailto:commissionerlipmen@gmail.com)>, "[Commissionerlenshaffer@gmail.com](mailto:Commissionerlenshaffer@gmail.com)" <[Commissionerlenshaffer@gmail.com](mailto:Commissionerlenshaffer@gmail.com)>, "[debra.wehbe@lacity.org](mailto:debra.wehbe@lacity.org)" <[debra.wehbe@lacity.org](mailto:debra.wehbe@lacity.org)>, "[maggie.darett-quiroz@lacity.org](mailto:maggie.darett-quiroz@lacity.org)" <[maggie.darett-quiroz@lacity.org](mailto:maggie.darett-quiroz@lacity.org)>

Hi Terry,

I just came back from a meeting on campus with the WW BID, the Vice Chancellor, and Michael Skiles from WW Forward who is the leader of the subdivision coalition, just an information session to see if there is any room for compromise, and Michael Skiles said his group met with DONE yesterday, and were told that everything looks great with their application and they are good to go for election on May 22nd.

Wow.

Thanks,  
Lisa

Sent from my iPhone

...

[Message clipped]

-----  
From: **Grayce Liu** <[grayce.liu@lacity.org](mailto:grayce.liu@lacity.org)>

Date: Thu, Mar 1, 2018 at 4:39 PM

To: Terry Tegnazian <[REDACTED]>

Cc: Stephen Resnick <[REDACTED]> "Chapman, Lisa"

<[REDACTED]@[REDACTED].ucla.edu>, Sandy Brown <[REDACTED]> Mike Fong

<[Mike.Fong@lacity.org](mailto:Mike.Fong@lacity.org)>, Broide Barbara <[REDACTED]> Doug Fitzsimmons

<[chair@westsidecouncils.com](mailto:chair@westsidecouncils.com)>, Sann Steven <[REDACTED]>

[westwoodhillsboard@yahoogroups.com](mailto:westwoodhillsboard@yahoogroups.com), Elise Ruden <[elise.ruden@lacity.org](mailto:elise.ruden@lacity.org)>, Sarah Dusseault

<[sarah.dusseault@lacity.org](mailto:sarah.dusseault@lacity.org)>, [adeena.bleich@lacity.org](mailto:adeena.bleich@lacity.org), Nicholas Greif

<[nicholas.greif@lacity.org](mailto:nicholas.greif@lacity.org)>, David Ryu <[david.ryu@lacity.org](mailto:david.ryu@lacity.org)>, Gilbert Cedillo

<[Gilbert.Cedillo@lacity.org](mailto:Gilbert.Cedillo@lacity.org)>, Arturo Chavez <[Arturo.Chavez@lacity.org](mailto:Arturo.Chavez@lacity.org)>,

[Tony.Ricasa@lacity.org](mailto:Tony.Ricasa@lacity.org), Debby Kim <[Debby.Kim@lacity.org](mailto:Debby.Kim@lacity.org)>, Herb Wesson

<[Wesson.hj@lacity.org](mailto:Wesson.hj@lacity.org)>, Deron Williams <[deron.williams@lacity.org](mailto:deron.williams@lacity.org)>, Andrew Westall

<[andrew.westall@lacity.org](mailto:andrew.westall@lacity.org)>, "Johnson, Edward" <[edw.johnson@lacity.org](mailto:edw.johnson@lacity.org)>, Justin Wesson

<[justin.wesson@lacity.org](mailto:justin.wesson@lacity.org)>, Council Member Koretz <[paul.koretz@lacity.org](mailto:paul.koretz@lacity.org)>, Joan Pelico

<[joan.pelico@lacity.org](mailto:joan.pelico@lacity.org)>, David Hersch <[david.hersch@lacity.org](mailto:david.hersch@lacity.org)>, Jeffrey Ebenstein

<[jeffrey.ebenstein@lacity.org](mailto:jeffrey.ebenstein@lacity.org)>, Jasmine Shamolian <[jasmine.shamolian@lacity.org](mailto:jasmine.shamolian@lacity.org)>,

commission <[Commission@empowerla.org](mailto:Commission@empowerla.org)>, Joy Atkinson <[Joyatkinson.bonc@gmail.com](mailto:Joyatkinson.bonc@gmail.com)>,

Commissioner Eli Lipmen <[commissionerlipmen@gmail.com](mailto:commissionerlipmen@gmail.com)>, Leonard Shaffer

<[Commissionerlenshaffer@gmail.com](mailto:Commissionerlenshaffer@gmail.com)>, Debra Wehbe <[debra.wehbe@lacity.org](mailto:debra.wehbe@lacity.org)>, Maggie

Darett-Quiroz <[maggie.darett-quiroz@lacity.org](mailto:maggie.darett-quiroz@lacity.org)>

Hi, Terry,

Hope all is well. Thanks for your email. I've addressed these concerns you brought up in other emails on which you were copied, but am happy to discuss them again in a sit down meeting with Lisa, Sandy, Stephen and you that I offered in my email on February 27, 2018 at 5:14 pm. Gibson is assisting in scheduling that meeting.

We have also just confirmed a rescheduled community information meeting for the Westwood subdivision with the Board of Neighborhood Commissioners for Tuesday, March 13, 2018. We were trying for the week of March 19th, but that is spring break so we had to move it earlier. We will be issuing a letter providing more information on the meeting to the Formation Committee and Westwood Neighborhood Council by tomorrow. I will make sure that you also receive a copy though everything will be posted to [our website](#) as well.

Please let me know if you have any other questions.

Best,

Grayce Liu  
General Manager

Department of Neighborhood Empowerment  
[200 N. Spring Street, Suite 2005](#)  
[Los Angeles, CA 90012](#)  
Office | [213-978-1551](#) Fax | [213-978-1751](#)  
Email | [EmpowerLA@lacity.org](mailto:EmpowerLA@lacity.org) Web | [www.EmpowerLA.org](http://www.EmpowerLA.org)



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...

[Message clipped]

**Subject:** PRA - CASE #22157  
**From:** Mario Hernandez <mario.hernandez@lacity.org>  
**To:** ELA PRA <ela.pra@lacity.org>  
**Date Sent:** Tuesday, July 3, 2018 4:23:33 PM GMT-07:00  
**Date Received:** Tuesday, July 3, 2018 4:24:14 PM GMT-07:00

---

Thank you.

Mario Hernandez  
Neighborhood Council Advocate

**Department of Neighborhood Empowerment**  
200 N. Spring Street, Suite 2005  
Los Angeles, CA 90012  
Office | (213) 473-7472 Fax | (213) 978-1751  
Email | [Mario.Hernandez@LACity.org](mailto:Mario.Hernandez@LACity.org) Web | [www.EmpowerLA.org](http://www.EmpowerLA.org)



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## Forwarded conversation

**Subject: RE: North Westwood NC subdivision/Need to Reschedule DONE Community Meeting**

-----

From: **Terry Tegnazian** <[REDACTED]>  
Date: Wed, Feb 28, 2018 at 1:36 PM  
To: "Chapman, Lisa" <[REDACTED]@[REDACTED].ucla.edu>, Grayce Liu <[grayce.liu@lacity.org](mailto:grayce.liu@lacity.org)>  
Cc: [REDACTED] Sandy Brown <[REDACTED]> Mike Fong  
<[Mike.Fong@lacity.org](mailto:Mike.Fong@lacity.org)>, Broide Barbara <[REDACTED]> Doug Fitzsimmons  
<[chair@westsidecouncils.com](mailto:chair@westsidecouncils.com)>, Sann Steven <[REDACTED]>  
[westwoodhillsboard@yahoogroups.com](mailto:westwoodhillsboard@yahoogroups.com), [elise.ruden@lacity.org](mailto:elise.ruden@lacity.org), [sarah.dusseault@lacity.org](mailto:sarah.dusseault@lacity.org),  
[adeena.bleich@lacity.org](mailto:adeena.bleich@lacity.org), [nicholas.greif@lacity.org](mailto:nicholas.greif@lacity.org), [david.ryu@lacity.org](mailto:david.ryu@lacity.org),  
[Gilbert.Cedillo@lacity.org](mailto:Gilbert.Cedillo@lacity.org), [Arturo.Chavez@lacity.org](mailto:Arturo.Chavez@lacity.org), [Tony.Ricasa@lacity.org](mailto:Tony.Ricasa@lacity.org),  
[Debby.Kim@lacity.org](mailto:Debby.Kim@lacity.org), [Wesson.hj@lacity.org](mailto:Wesson.hj@lacity.org), [deron.williams@lacity.org](mailto:deron.williams@lacity.org),  
[andrew.westall@lacity.org](mailto:andrew.westall@lacity.org), [edw.johnson@lacity.org](mailto:edw.johnson@lacity.org), [justin.wesson@lacity.org](mailto:justin.wesson@lacity.org),  
[paul.koretz@lacity.org](mailto:paul.koretz@lacity.org), [joan.pelico@lacity.org](mailto:joan.pelico@lacity.org), [david.hersch@lacity.org](mailto:david.hersch@lacity.org),  
[jeffrey.ebenstein@lacity.org](mailto:jeffrey.ebenstein@lacity.org), [jasmine.shamolian@lacity.org](mailto:jasmine.shamolian@lacity.org), [Commission@empowerla.org](mailto:Commission@empowerla.org),  
[Loyatkinson.bonc@gmail.com](mailto:Loyatkinson.bonc@gmail.com), [commissionerlipmen@gmail.com](mailto:commissionerlipmen@gmail.com),  
[Commissionerlenshaffer@gmail.com](mailto:Commissionerlenshaffer@gmail.com), [debra.wehbe@lacity.org](mailto:debra.wehbe@lacity.org), [maqqie.darett-quiroz@lacity.org](mailto:maqqie.darett-quiroz@lacity.org),  
Roosbeh Farahanipour <[REDACTED]>

Ladies and gentlemen - related to Lisa Chapman's point below is the fact that the May 22 election date for the North Westwood NC subdivision was in Mike Fong's Feb. 9 letter, BEFORE

the North Westwood NC subdivision had even been presented to and considered by BONC and BEFORE it had been formally approved by DONE. To an objective observer this suggests that DONE expects BONC to rubber-stamp whatever it presents to the commission, and that formal approval by DONE is already a "done deal" (pardon the pun). This is yet another example of DONE's shocking lack of honesty, fairness and due process in its procedures.

Terry Tegnazian

President, Westwood Hills Property Owners Association

---

**From:** Chapman, Lisa [mailto:[REDACTED]@[REDACTED].ucla.edu]  
**Sent:** Wednesday, February 22, 2017 2:23 PM  
**To:** Grayce Liu  
**Cc:** Sandy Brown; Resnick Stephen; Tegnazian Terry; Mike Fong; Broide Barbara; Doug Fitzsimmons; Sann Steven; [westwoodhillsboard@yahoogroups.com](mailto:westwoodhillsboard@yahoogroups.com)  
**Subject:** RE: Need to Reschedule DONE Community Meeting

Hi Grayce,

I let you know yesterday that we needed to know about the 90 day question (see below). If you cannot answer that, we request that you be at our 7 PM meeting on March 14<sup>th</sup>, in Westwood.

Please let us know ASAP.

Thanks,

Lisa

---

**From:** Chapman, Lisa  
**Sent:** Tuesday, February 27, 2018 5:23 PM  
**To:** 'Grayce Liu' <[gr\[REDACTED\]@ucla.edu](mailto:gr[REDACTED]@ucla.edu)>  
**Cc:** [REDACTED] Resnick Stephen <[REDACTED]@ucla.edu>; [REDACTED] Mike Fong <[Mike.Fong@lacity.org](mailto:Mike.Fong@lacity.org)>; Broide Barbara <[REDACTED]@ucla.edu>; Doug Fitzsimmons <[chair@westsidecouncils.com](mailto:chair@westsidecouncils.com)>; Sann Steven <[REDACTED]@ucla.edu>; [westwoodhillsboard@yahoogroups.com](mailto:westwoodhillsboard@yahoogroups.com)  
**Subject:** RE: Need to Reschedule DONE Community Meeting

Grayce,

Certainly, we will do that.

But before we do, please at least answer the question I posed regarding the “within 90 days”, because once again, you did not answer it, you sidestepped the question. The answer to this CANNOT wait for a meeting time to be scheduled.

The application could be approved at anytime, it may happen shortly after the BONC meeting the week of March 19<sup>th</sup>. So my question was: If the election could happen WITHIN 90 days of that approval, that means it could still happen on May 22<sup>nd</sup>, correct? And if so, that means we will have had another month go by with NO ADDED outreach by Westwood Forward, and we will be forced to have them cram in outreach in that shorter period of time.

After that answer comes, we will be happy to schedule a meeting, or move farther in another way.

Thanks,

Lisa

**From:** Grayce Liu [<mailto:grayce.liu@lacity.org>]  
**Sent:** Tuesday, February 14, 2018, 10:01 AM  
**To:** Chapman, Lisa <[REDACTED]@lacity.org>  
**Cc:** [REDACTED] Resnick Stephen <[REDACTED]@lacity.org> rry  
<[REDACTED]@lacity.org> Mike Fong <[Mike.Fong@lacity.org](mailto:Mike.Fong@lacity.org)>; Broid  
Doug Fitzsimmons <[chair@westsidecouncils.com](mailto:chair@westsidecouncils.com)>; Sann Steven <[westwoodhillsboard@yahoogroups.com](mailto:westwoodhillsboard@yahoogroups.com)>  
**Subject:** Re: Need to Reschedule DONE Community Meeting

Hi, Lisa,

Thanks for your email. The election is within 90 days from the time of application approval and not from the date of filing. This process was vetted within the Neighborhood Council system for nearly 4 years. The Board of Neighborhood Commissioners did another post 2016 subdivision elections feedback session with Neighborhood Council for 3 months before recommending additional changes, including more outreach with a community meeting before the application is approved, which we are doing. If you disagree with the process, then you should present your opinions to the City Council as they are looking at the Commission's recommendations.

As for the signatures, the Formation Committee submitted nearly 1000 signatures when the minimum requirement is 200. Excluding a few repeats, they have met the subdivision outreach requirement.

I feel these back and forth emails are unproductive at this point. If you and the others on this email have any further questions, I'm happy to meet in person so that we can address any other issues all at once instead of piecemeal. Please contact Mike Fong, who is copied on this email, if you would like to set this meeting up.

Best,

Grayce Liu  
General Manager

**Department of Neighborhood Empowerment**

[200 N. Spring Street, Suite 2005](#)

[Los Angeles, CA 90012](#)

Office | [213-978-1551](#) Fax | [213-978-1751](#)

Email | [EmpowerLA@lacity.org](mailto:EmpowerLA@lacity.org) Web | [www.EmpowerLA.org](http://www.EmpowerLA.org)



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On Tue, Feb 27, 2018 at 3:04 PM, Chapman, Lisa <[REDACTED]@[REDACTED].ucla.edu> wrote:

Grayce,

According to the flimsy language of the subdivision ordinance, it still states that an election will take place WITHIN a 90 day period. So does this mean that you may still have elections on May 22<sup>nd</sup>?? And if that IS correct, that means there will be even LESS time for any outreach as has been done to date. How is this right or fair in any sense of the word?

I also did not see where the signatures obtained by the WW Forward group were analyzed as to stakeholder status to make sure that they met enough outreach even within their "proposed" boundaries. There is one homeowner for instance that was counted twice, using her name and then her name hyphenated. These are questions we never seem to get answers to. It is already very clear to us where your office stands on this, and it is not in our favor, obviously.

I agree with Sandy...every aspect of this determination by you and your staff has been handled poorly.

Lisa

**From:** Grayce Liu [mailto:[grayce.liu@lacity.org](mailto:grayce.liu@lacity.org)]

**Sent:** Tuesday, February 13, 2018, 10:01 AM

**To:** Chapman, Lisa <[REDACTED]@lacity.org>; Sandy Brown <[REDACTED]@lacity.org>

**Cc:** Resnick Stephen <[REDACTED]@lacity.org>; Broide Barbara <[REDACTED]@lacity.org>; Mike Fong <[Mike.Fong@lacity.org](mailto:Mike.Fong@lacity.org)>; Chair <[chair@westsidecouncils.com](mailto:chair@westsidecouncils.com)>; Sann Steven <[REDACTED]@lacity.org>; Westwood Hills Board <[westwoodhillsboard@yahoo.com](mailto:westwoodhillsboard@yahoo.com)>

**Subject:** Re: Need to Reschedule DONE Community Meeting

Hi, Lisa and Sandy,

Hope all is well. Thanks for your email. As I mentioned before, the meeting was cancelled because the Board of Neighborhood Commissioners received a request to do so from Congressman Lieu about his community meeting starting later the same evening. Once we have confirmed a new location and time, the Formation Committee and the Westwood Neighborhood Council will be provided the information with as much notice as possible. At this point, they are considering the week of March 19th.

I've already addressed Neighborhood Council outreach in my last email with Sandy.

Per the [subdivision ordinance](#), the Board of Neighborhood Commissioners would certify and address the bylaws if the application is moved to the election phase and a majority of stakeholders vote for the subdivision. This would include any issues with the board composition and seat names, which will be reviewed and considered at that time (likely June or July if applicable).

Please let me know if you have any other questions.

Best,

Grayce Liu  
General Manager

**Department of Neighborhood Empowerment**

[200 N. Spring Street, Suite 2005](#)

[Los Angeles, CA 90012](#)

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On Mon, Feb 26, 2018 at 11:54 AM, Chapman, Lisa <[REDACTED]@[REDACTED]ucla.edu> wrote:

And one more question, Grayce....what amount of notice will be given to all of us, and especially the Westwood Hills Property Owner's group, of when this BONC "community" meeting will be rescheduled? They, and frankly all of us, have a right to place this on their schedules and be prepared to give public comment.

---

**From:** Sandy Brown [mailto:[REDACTED]]  
**Sent:** Monday, February 26, 2018 11:48 AM  
**To:** Chapman, Lisa <[LChapman@mednet.ucla.edu](mailto:LChapman@mednet.ucla.edu)>  
**Cc:** [REDACTED] <[\[REDACTED\]@lacity.org](mailto:[REDACTED]@lacity.org)>; Resnick Stephen <[REDACTED]>  
<[REDACTED]> Mike Fong <[Mike.Fong@lacity.org](mailto:Mike.Fong@lacity.org)>; Broid  
Doug Fitzsimmons <[chair@westsidecouncils.com](mailto:chair@westsidecouncils.com)>; Sann Steven <[REDACTED]>  
[westwoodhillsboard@yahoogroups.com](mailto:westwoodhillsboard@yahoogroups.com)

**Subject:** Re: Need to Reschedule DONE Community Meeting

Grayce, this has been handled so poorly as is obvious by the questions asked by many. DONE has not been clear and whether that is in purpose or not, I do not know. Maybe the rules under which DONE operates are vague and loose.

If the Westwood Hills homeowner boundaries, were added by DONE, those residents could not possibly have had ANY outreach. Yet, DONE accepted the Westwd, Forward application. If this is the case, it's unacceptable.

The use of the UCLA name - how was that acceptable? DONE has no clue as to what the repercussions of this division mean to our community of Westwood.

Why was tonight's meeting cancelled? Because of the VA mtg. or because DONE didn't know what it was doing? DONE works by numbers - the more NCs, the more candidates, the more

votes, the better DONE looks. That is disgusting from a public policy perspective. Review your decisions! Gibson attends our meeting and is not very well prepared. He may be a wiz in the office but he seldom has answers to our questions at meetings. He is always going to get back to us.

Westwood is an old established community. The WWNC has done an excellent job. The homeowner associations have served their communities for over 50 years, We are not neophytes. We are politically active and have a sound understanding of community and specific plans. We need your understanding and help to keep us together, not to divide and pit one group against another.

You must be clear with your emails, not call this meeting by different names. We expect that you will answer questions in a clear and concise manner. We are requesting your help now.

Thank you.

Sandy Brown

On Feb 26, 2018, at 11:03 AM, Chapman, Lisa <[REDACTED]@[REDACTED]ucla.edu> wrote:

Hi Grayce,

Please clarify a few things if you would.

Who exactly approves the subdivision application, and when is that done? It sounds from what has been sent here, that DONE approves the subdivision application on their own. But even the Westwood Forward group is under the impression that it also needs to have BONC have this "community meeting" first. You mention below, that BONC will not be taking action on this matter. Does this application have to go through the process of the BONC community meeting first? We would like to know with clarity what the final timeline looks like at this point.

Secondly, it is a very real disappointment that this formation group must only conduct outreach in their proposed boundaries. That being said, how do you determine that they have done that? Our council has close ties with the Westwood business community in the Village, esp as we have 4 business seats representing them. There has been very little to no outreach done in the Village. How would you even determine that there WAS adequate outreach done to this huge area? Their signatures are not business signatures, I am sure 95% are all from students.

Also, how is it that the Westwood Hills homeowner group has now been included in WW Forward's boundaries, but they get no say in what the by-laws read?

I also saw their bylaws, and they have used the UCLA name in many of their seats. That is a trademarked name, and I don't believe it can be used this way. I believe they must say college student or the such, not UCLA. Our NC had to do the same in 2010, why would the rules be any different?

We will await your reply.

Thanks,

Lisa

**From:** Grayce Liu [<mailto:grayce.liu@lacity.org>]

**Sent:** Friday, February 12, 2010

**To:** Sandy Brown <[REDACTED]>

**Cc:** Resnick Stephen <[REDACTED]> Tegnazian Terry <[REDACTED]>  
Chapman, Lisa <[LChapman@mednet.ucla.edu](mailto:LChapman@mednet.ucla.edu)>; Mike Fong <[REDACTED]> Gibson  
Nyambura <[gibson.nyambura@lacity.org](mailto:gibson.nyambura@lacity.org)>; Broide Barbara <[REDACTED]> Doug  
Fit <[REDACTED]> [\[REDACTED\]@councils.com](mailto:[REDACTED]@councils.com); Sann Steven  
<[REDACTED]> [\[REDACTED\]@westwoodhillsboard@yahoogroups.com](mailto:[REDACTED]@westwoodhillsboard@yahoogroups.com)

**Subject:** Re: Need to Reschedule DONE Community Meeting

Hi, Sandy,

Hope all is well. Thanks for your email. I am sorry to hear of your frustration with the information we have provided about the subdivision. I don't know where the word "hearing" came from either, and when I saw it being used, I tried to clarify it was not a hearing, but a community meeting with the Board of Neighborhood Commissioners. My apologies if one of our staffers accidentally used "hearing" in reference to the community meeting.

Per the [letter to the North Westwood Formation Committee](#), which was also emailed to the WWNC on February 9th, we provided details that EmpowerLA would present the subdivision application and the Formation Committee, WWNC and the public would have the opportunity to speak on the matter. Please refer back to this letter for the details as they answer many of the questions in this email chain about who gets to speak and what is happening at this community meeting. The Commission is not taking action on this matter. This community meeting was suggested by the Commission prior to our department's approval of any subdivision application to provide everyone information on the application and the process.

As for how we approve an application to move onto the election phase, we are guided by the [subdivision ordinance](#) that the application meets the components of Article III, Section 2 of the [Plan for a Citywide System of Neighborhood Councils](#). We did note in the letter to the Formation Committee that the proposed boundaries would not result in compact and contiguous boundaries for both the new Neighborhood Council and the WWNC unless some changes were made, which the Formation Committee was open to doing.

One particular area that has been brought up is outreach, which states in Section 2, (b):

"The outreach process used to identify stakeholders within the proposed Neighborhood Council boundary must be described in detail. In order to demonstrate a good faith effort towards achieving a diversity of stakeholder representation, an applicant(s) shall collect no less than 200 and no more than 500 signatures from stakeholders that

have an interest within the proposed Neighborhood Council boundaries. Signatures shall, to the maximum extent feasible, reflect the broadest array of Community Stakeholders who will actively participate in the proposed Neighborhood Council. "

We know that with a signature requirement of 200-500, it is not possible to contact everyone in a proposed Neighborhood Council and that not all stakeholders will "actively participate" in the proposed Neighborhood Council. Submitting the requisite number of signatures satisfies this section so long as every single one is not the same type of stakeholder, e.g. homeowners, workers, etc. In those cases, the remedy is not rejection of the application, but working with the Formation Committee to obtain the signatures of other stakeholder types so more than one type of stakeholder is notified. Because we are suggesting changing the proposed boundaries to meet the "compact and contiguous" requirement, we will not hold it against the Formation Committee if they have not yet had an opportunity to notify areas that may now be included in the proposed boundaries.

Aside from the signatures, there is no other outreach requirement prior to the submission of the application. If the application is approved for the election phase, then EmpowerLA will hold additional community information meetings about the subdivision both within the proposed Neighborhood Council and in the existing Neighborhood Council as stated in the letter. We also encourage both the Formation Committee and the affected Neighborhood Council to notify stakeholders of the election. We are just at the beginning of the entire outreach process. As I have been contacted by various types of stakeholders in the Westwood community even if it is to express concern that they are just finding out about the application, they do know about the application, and there is still plenty of time to provide more information. The application is posted on [our website](#). Ultimately, the stakeholders will make the final decision if a subdivision application that has met the Plan components succeeds via their vote at the subdivision election.

I hope this provides clarification about the subdivision process. As for Stephen not receiving the emails, this is the first I am hearing about it. We are using the contact information he provided to us at [sresnick@wwnc.org](mailto:sresnick@wwnc.org). We did not receive a bounce back on our side so he should check his spam. If he still can't find the email or if he would prefer that we use a different address, please have him contact Gibson or [rosters@empowerla.org](mailto:rosters@empowerla.org) so we can assist.

Please let me know if you have any other questions. Have a great weekend!

Best,

Grayce Liu  
General Manager

**Department of Neighborhood Empowerment**

[200 N. Spring Street, Suite 2005](#)

[Los Angeles, CA 90012](#)

[Office](#) | [213-978-1551](#) Fax | [213-978-1751](#)

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On Fri, Feb 23, 2018 at 10:22 AM, Sandy Brown <[REDACTED]> wrote:

Hi Grayce,

This is all quite frustrating and really demonstrates the problems in your office. There are so many mixed messages coming from DONE that I wonder what I should believe.

Stephen Resnick is the secretary of the Westwood Neighborhood Council. He received NOTHING from Mike Fong. This BONC "whatever it is" has been described as way too many things by your office and BONC. Is it a "community meeting", a "hearing", an "informational meeting," it is "not a hearing, but an outreach meeting to provide stakeholders information about the application?" What is it? What is the community expected to do? Do you understand my frustration? I have used quotes as to what your office and commissioners have called it.

Please, set the record straight for the last time. Really, this is unacceptable. Additionally, Mike Fong should have Stephen Resnick on the WWNC board member list. Please update it as he's been in his position since the WWNC had it's first meeting years ago.

Thank you.

Sandy Brown

On Feb 23, 2018, at 10:05 AM, Grayce Liu <[grayce.liu@lacity.org](mailto:grayce.liu@lacity.org)> wrote:

Hi, Stephen,

Hope all is well. Thanks for your email. Yes, I know that Mike sent out the notification in the morning, but those only went to the Formation

Committee and the Westwood Neighborhood Council. I closed the loop with Terry the first opportunity I had since my last email to Terry stated the meeting was still on.

Please let me know if you have any other questions.

Best,

Grayce Liu  
General Manager

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[200 N. Spring Street, Suite 2005](#)

[Los Angeles, CA 90012](#)

[Office | 213-978-1551](#) Fax | [213-978-1751](#)

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On Thu, Feb 22, 2018 at 7:11 PM, Stephen Resnick  
<[REDACTED]> wrote:

Hi Grayce,

Are you aware that MIke Fong sent out an email at 8:45am that the meeting was cancelled? Yet you didn't send out an email to the Westwood community announcing the cancellation until 5:45pm. Can you provide an explanation as to why some get primary notification first thing in the morning but others get secondary notification at the end of the day?

On Thu, Feb 22, 2018 at 5:44 PM, Grayce Liu <[grayce.liu@lacity.org](mailto:grayce.liu@lacity.org)> wrote:

Hi, Terry,

Hope all is well. This is a follow up that the February 26th community meeting is being rescheduled by the Board of Neighborhood Commissioners. We will provide an update once they identify another date.

Please let me know if you have any other questions. Have a good evening!

Best,

Grayce Liu  
General Manager

**Department of Neighborhood Empowerment**

[200 N. Spring Street, Suite 2005](#)

[Los Angeles, CA 90012](#)

[Office | 213-978-1551](#) Fax | [213-978-1751](#)

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On Wed, Feb 21, 2018 at 1:36 PM, Grayce Liu  
<[grayce.liu@lacity.org](mailto:grayce.liu@lacity.org)> wrote:

Hi, Terry,

The information community meeting with the Board of Neighborhood Commissioners is still scheduled for February 26th. It is not a hearing, but an outreach meeting to provide

stakeholders information about the application.

Please let me know if you have any other questions.

Best,

Grayce Liu  
General Manager

**Department of Neighborhood Empowerment**

[200 N. Spring Street, Suite 2005](#)

[Los Angeles, CA 90012](#)

[Office | 213-978-1551](#) Fax | [213-978-1751](#)

Email | [EmpowerLA@lacity.org](mailto:EmpowerLA@lacity.org) Web | [www.EmpowerLA.org](http://www.EmpowerLA.org)



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On Wed, Feb 21, 2018 at 1:32 PM, Terry Tegnazian

<[REDACTED]> wrote:

Thanks, Grayce. In the meantime, has the Feb. 26 hearing been taken off calendar?

Terry

**From:** Grayce Liu [mailto:[grayce.liu@lacity.org](mailto:grayce.liu@lacity.org)]

**Sent:** Wednesday, February 21, 2018 1:28 PM

**To:** Stephen Resnick; Terry Tegnazian; Lisa Chapman; Sandy Brown

**Cc:** Mike Fong; Gibson Nyambura; Semee Park; Joan Pelico; Jasmine Shamolian; Faisal Alserri; Paul Koretz; Barbara Broide; Doug Fitzsimmons

**Subject:** Re: Need to Reschedule DONE Community Meeting



Hi, Stephen, Terry, Lisa and Sandy,

Hope all is well. Thank you for all of your comments. We are reviewing them with the City Attorney's Office.

Please let me know if you have any other questions or comments.

Best,

Grayce Liu  
General Manager

**Department of Neighborhood Empowerment**

[200 N. Spring Street, Suite 2005](#)

[Los Angeles, CA 90012](#)

[Office | 213-978-1551](#) Fax | [213-978-1751](#)

Email | [EmpowerLA@lacity.org](mailto:EmpowerLA@lacity.org) Web | [www.EmpowerLA.org](http://www.EmpowerLA.org)



...

[Message clipped]

-----  
From: **Laura Velkei** <[REDACTED]>  
Date: Wed, Feb 28, 2018 at 2:40 PM  
To: Terry Tegnazian <[REDACTED]>  
Cc: "Chapman, Lisa" <[LChapman@mednet.ucla.edu](mailto:LChapman@mednet.ucla.edu)>, Grayce Liu <[grayce.liu@lacity.org](mailto:grayce.liu@lacity.org)>, [REDACTED] Sandy Brown <[REDACTED]>, Mike Fong <[Mike.Fong@lacity.org](mailto:Mike.Fong@lacity.org)>, Broide Barbara <[REDACTED]>, Doug Fitzsimmons <[chair@westsidecouncils.com](mailto:chair@westsidecouncils.com)>, Sann Steven <[REDACTED]>, westwoodhillsboard@yahooogroups.com, Elise Ruden <[elise.ruden@lacity.org](mailto:elise.ruden@lacity.org)>, [sarah.dusseault@lacity.org](mailto:sarah.dusseault@lacity.org), [adeena.bleich@lacity.org](mailto:adeena.bleich@lacity.org), [nicholas.greif@lacity.org](mailto:nicholas.greif@lacity.org), [david.ryu@lacity.org](mailto:david.ryu@lacity.org), Gilbert Cedillo <[Gilbert.Cedillo@lacity.org](mailto:Gilbert.Cedillo@lacity.org)>, Arturo Chavez

<[Arturo.Chavez@lacity.org](mailto:Arturo.Chavez@lacity.org)>, [Tony.Ricasa@lacity.org](mailto:Tony.Ricasa@lacity.org), Debby Kim <[Debby.Kim@lacity.org](mailto:Debby.Kim@lacity.org)>, Herb Wesson <[Wesson.hj@lacity.org](mailto:Wesson.hj@lacity.org)>, [deron.williams@lacity.org](mailto:deron.williams@lacity.org), Andrew Westall <[andrew.westall@lacity.org](mailto:andrew.westall@lacity.org)>, [edw.johnson@lacity.org](mailto:edw.johnson@lacity.org), [justin.wesson@lacity.org](mailto:justin.wesson@lacity.org), [paul.koretz@lacity.org](mailto:paul.koretz@lacity.org), [joan.pelico@lacity.org](mailto:joan.pelico@lacity.org), [david.hersch@lacity.org](mailto:david.hersch@lacity.org), [jeffrey.ebenstein@lacity.org](mailto:jeffrey.ebenstein@lacity.org), [jasmine.shamolian@lacity.org](mailto:jasmine.shamolian@lacity.org), [Commission@empowerla.org](mailto:Commission@empowerla.org), [loyatkinson.bonc@gmail.com](mailto:loyatkinson.bonc@gmail.com), [commissionerlipmen@gmail.com](mailto:commissionerlipmen@gmail.com), Leonard Shaffer <[Commissionerlenshaffer@gmail.com](mailto:Commissionerlenshaffer@gmail.com)>, [debra.wehbe@lacity.org](mailto:debra.wehbe@lacity.org), [maqqie.darett-quiroz@lacity.org](mailto:maqqie.darett-quiroz@lacity.org), Roozbeh Farahanipour <[REDACTED]>

Dear Westwood NC -

This is beyond appalling. We have had to garner what little information was provided via PRA requests. Frankly the HCNC has yet to receive an explanation of how signatures were accepted 2 weeks after the deadline that were clearly backdated and penned in the same hand or how 128 signatures qualifies for 500 clearly state on the application! We even contact several people who supposedly sign the form who stated unequivocally they did not sign but DONE has moved it to BONC?

To clarify BONC's role in this advisory so they will make a recommendation that DONE does not have to accept. It seems that the goal is to get more money in the coffers at all costs with Grayce no mater how much destruction it creates in our communities. This has to be one of the greatest shakedowns in LA history.

Our "hearing" or whatever is the 12th. No idea when where what time so we can't even notice our community about it. In our case 3 neighborhoods are being gerrymandered against their will.

Additionally when DONE was asked how they counted the stakeholders, they couldn't answer and then suddenly came up with a private american-who-dee-who survey no had heard of until OUR NC began the split. This is a private study not vetted by anyone that was pulled thru a federal staffer who was instrumental in organizing against the communities he represents. It is interesting to me it is now in the hands of DONE as a resource but no one has access to it.

Council members and staffers copied here, this is not a joke, this is not being disgruntled, this is a frightening abuse of power and fully substantiated with documentation and emails which a group of us are about to start releasing.

We must implore you all to do whatever you can to put a moratorium on any of this moving forward and consider action against DONE Management for their conduct.

Sandy Brown

On Tue, Feb 20, 2018 at 2:23 PM, Stephen Resnick <[REDACTED]> wrote:

Dear Grayce,

Outreach. That is the byword of the Department of Neighborhood Empowerment. The yardstick by which neighborhood councils are measured. The more people that are contacted and the more people that get involved in NCs and come to meetings, the better. At least that's what I recall from a lengthy conversation you and I had some time ago.

During our conversation I also recall mentioning **the great work the Westwood Neighborhood Council** has done in the community. Except for operating expenses, **all funds are given to local groups and organizations** in the form of grants. One outstanding example of this is \$5,000 that went to the UCLA Food Bank. These grants are one of the hallmarks of the Westwood Neighborhood Council.

With these things in mind, it is quite something then as to the controversy surrounding the application for the North Westwood subdivision. **Community Leaders and Presidents have advised you that proper outreach was not done.** They have also advised you of **gerrymandered boundaries.** Most certainly I was not contacted and I am not aware of WHA members being contacted regarding this proposed subdivision. The lack of outreach and the gerrymandering of boundaries are serious deficiencies that concern the appropriateness of the subdivision application, but also speak of the weakness of the subdivision process itself.

Then there is the conduct surrounding the application. **The WWNC is frequently and consistently insulted and accused of all manner of things.** This **abuse**, sometimes quite directed, continues unabated at each and every WWNC meeting.

Grayce, something went terribly wrong with this process. The application does not meet requirements. The abuse does not meet community standards. The WWNC gets a reputation that is not warranted. WWNC is a valued member of the community and doesn't deserve all that has happened. The Westwood Community doesn't deserve all that has happened.

Today, right now, we have what I call a **MOMENT OF TRUTH.** A singular opportunity that doesn't come along very often. An opportunity for DONE to insert itself in the process and say enough; it's time for a pause; it's time to meet. Please promote confidence in the NC system. Please promote that the Westwood Neighborhood Council and all 19 council members, along with the Westwood Community must be respected.

Stephen Resnick,

Member, Westwood Neighborhood Council

President, Westwood Homeowners Association

On Tue, Feb 20, 2018 at 11:32 AM, Terry Tegnazian

<[REDACTED]> wrote:

Following up on my email below, I would like to elaborate. If the application was fatally flawed because it did not include what DONE feels is a required area (i.e., Westwood Hills), the proper action for DONE was to reject the application in its current form and aske the organizers to correct and resubmit.

...

[Message clipped]

**Subject:** PRA - CASE #22157  
**From:** Mario Hernandez <mario.hernandez@lacity.org>  
**To:** ELA PRA <ela.pra@lacity.org>  
**Date Sent:** Tuesday, July 3, 2018 4:23:13 PM GMT-07:00  
**Date Received:** Tuesday, July 3, 2018 4:23:54 PM GMT-07:00

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Thank you.

Mario Hernandez  
Neighborhood Council Advocate

**Department of Neighborhood Empowerment**  
200 N. Spring Street, Suite 2005  
Los Angeles, CA 90012  
Office | (213) 473-7472 Fax | (213) 978-1751  
Email | [Mario.Hernandez@LACity.org](mailto:Mario.Hernandez@LACity.org) Web | [www.EmpowerLA.org](http://www.EmpowerLA.org)



----- Forwarded message -----

**From:** Lilian Kim <[lilian.kim@lacity.org](mailto:lilian.kim@lacity.org)>  
**Date:** Tue, Feb 13, 2018 at 11:39 AM  
**Subject:** Re: North Westwood NC Subdivision Application  
**To:** Michael Skiles <[REDACTED]>  
**Cc:** Mario Hernandez <[mario.hernandez@lacity.org](mailto:mario.hernandez@lacity.org)>

Good Morning Michael,

The Special BONC meeting in Westwood North proposed subdivision area will be on Monday, February 26. We need to secure a multi-purpose room that can accommodate 35 to 50 people from 5:00 pm to 9:00 pm for this meeting and would like to consult with you for recommendations. Please advise.

Looking forward to hearing from you and thank you,

Lilian Kim  
Executive Administrative Assistant III

**Department of Neighborhood Empowerment**  
[200 N. Spring Street, Suite 2005](http://200.N.Spring.Street.Suite.2005)  
[Los Angeles, CA 90012](http://Los.Angeles.CA.90012)  
Office | (213) 473-6914 Email | [Lilian.Kim@LACity.org](mailto:Lilian.Kim@LACity.org) Web | [www.EmpowerLA.org](http://www.EmpowerLA.org)



On Sun, Feb 11, 2018 at 10:01 PM, Mike Fong <[mike.fong@lacity.org](mailto:mike.fong@lacity.org)> wrote:

Hi Mario and Lilian,

Hope you are doing well.

Please identify a location to have a special BONC meeting in Westwood North proposed subdivision area on Monday, February 26 at 6 pm. I have attached a copy of the letter sent to the Westwood formation committee.

Please consult with Michael Skiles of the Westwood formation committee also. His email is [REDACTED]

Thanks!

Best,

Mike

ps - For the special BONC meeting on Monday, March 12 it will be in the Chinatown/Historic Cultural North area. The meeting on Tuesday, March 13 will be in the Little Bangladesh/Wilshire Center proposed area of subdivision.

----- Forwarded message -----

From: **Mike Fong** <[mike.fong@lacity.org](mailto:mike.fong@lacity.org)>

Date: Fri, Feb 9, 2018 at 6:03 PM

Subject: North Westwood NC Subdivision Application

To: Gibson Nyambura <[gibson.nyambura@lacity.org](mailto:gibson.nyambura@lacity.org)>

Dear Westwood Neighborhood Council Board Members:

Hope you are doing well.

The Department of Neighborhood Empowerment (Department) has received a subdivision application [<http://empowerla.org/nwwnc/>] to create the North Westwood Neighborhood Council, which would affect your Neighborhood Council.

Attached please find a copy of the letter we have sent to the North Westwood Neighborhood Council Formation Committee about next steps, which includes a community meeting with the Board of Neighborhood Commissioners (Commission). Please review attached documents for additional information.

Thanks!

Best,

Mike

--

Mike Fong  
Director of Policy and Government Relations

Department of Neighborhood Empowerment / Empower LA  
[200 North Spring Street, Suite 2005](#)  
[Los Angeles, CA 90012](#)

[\(213\) 978-1551](#)  
[mike.fong@lacity.org](mailto:mike.fong@lacity.org)  
Web | [www.EmpowerLA.org](http://www.EmpowerLA.org)



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**Subject:** PRA - CASE #22157  
**From:** Mario Hernandez <mario.hernandez@lacity.org>  
**To:** ELA PRA <ela.pra@lacity.org>  
**Date Sent:** Tuesday, July 3, 2018 4:22:48 PM GMT-07:00  
**Date Received:** Tuesday, July 3, 2018 4:23:29 PM GMT-07:00

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Thank you.

Mario Hernandez  
Neighborhood Council Advocate

**Department of Neighborhood Empowerment**  
200 N. Spring Street, Suite 2005  
Los Angeles, CA 90012  
Office | (213) 473-7472 Fax | (213) 978-1751  
Email | [Mario.Hernandez@LACity.org](mailto:Mario.Hernandez@LACity.org) Web | [www.EmpowerLA.org](http://www.EmpowerLA.org)



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**From:** Arin Abedian <[arin.abedian@lacity.org](mailto:arin.abedian@lacity.org)>  
**Date:** Tue, Feb 6, 2018 at 11:25 AM  
**Subject:** Fwd:  
**To:** [field@empowerla.org](mailto:field@empowerla.org)

Is anyone interested in replying back to this UCLA student?

----- Forwarded message -----

**From:** **RAE-NICOLE RIOS** <[REDACTED]@ucla.edu>  
**Date:** Mon, Feb 5, 2018 at 8:22 AM  
**Subject:**  
**To:** [webmaster@empowerla.org](mailto:webmaster@empowerla.org)

Hello,

My name is Rae-Nicole Rios and I am a nursing student at UCLA. My peers and I are currently doing our public health nursing rotation in the Center City East, Los Angeles area. We would like to meet with you to learn more about your experiences with the members of this community. Can we schedule to make an appointment with you on Wednesday if you are available?

Thank you very much for your time and consideration!

Kind Regards,

--  
Rae-Nicole Rios  
UCLA School of Nursing, BSN



--

**Arin Abedian**

Multi-Media Marketing Strategist

**Department of Neighborhood Empowerment**

[200 N. Spring Street, Suite 2005](#)

[Los Angeles, CA 90012](#)

[Office | 213-978-1551](#) Fax | [213-978-1751](#)

Email | [EmpowerLA@lacity.org](mailto:EmpowerLA@lacity.org) Web | [www.EmpowerLA.org](http://www.EmpowerLA.org)



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**EMPOWERLA LEADERSHIP ACADEMY**

Creative without strategy is called 'art.' Creative with strategy is called 'advertising' - Jef I. Richards

**Subject:** PRA - CASE #22157  
**From:** Mario Hernandez <mario.hernandez@lacity.org>  
**To:** ELA PRA <ela.pra@lacity.org>  
**Date Sent:** Tuesday, July 3, 2018 4:22:00 PM GMT-07:00  
**Date Received:** Tuesday, July 3, 2018 4:22:42 PM GMT-07:00

---

Thank you.

Mario Hernandez  
Neighborhood Council Advocate

**Department of Neighborhood Empowerment**  
200 N. Spring Street, Suite 2005  
Los Angeles, CA 90012  
Office | (213) 473-7472 Fax | (213) 978-1751  
Email | [Mario.Hernandez@LACity.org](mailto:Mario.Hernandez@LACity.org) Web | [www.EmpowerLA.org](http://www.EmpowerLA.org)



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**EMPOWERLA LEADERSHIP ACADEMY**

### **Forwarded conversation**

**Subject: Fwd: WWNC Agenda - Executive Committee**

-----

From: **Stephen Resnick** <[REDACTED]>  
Date: Tue, Apr 25, 2017 at 2:42 PM  
To: [mario.hernandez@lacity.org](mailto:mario.hernandez@lacity.org)

----- Forwarded message -----

From: **Semee Park** <[semeepark@lacity.org](mailto:semeepark@lacity.org)>  
Date: Tue, Apr 25, 2017 at 11:28 AM  
Subject: Re: WWNC Agenda - Executive Committee  
To: "Chapman, Lisa" <[REDACTED]@[REDACTED].ucla.edu>  
Cc: NC Support <[ncsupport@lacity.org](mailto:ncsupport@lacity.org)>, Stephen Resnick <[REDACTED]> Jasmine Elbarbary <[jasmine.elbarbary@lacity.org](mailto:jasmine.elbarbary@lacity.org)>

Hi Lisa,

Hope all is well. All meetings (ad hoc, committee, board etc.) regardless of membership must be open to the public.

Please let me know if additional clarification is needed.

Much thanks in advance!

On Apr 25, 2017, at 11:22 AM, Chapman, Lisa <[REDACTED]@[REDACTED].ucla.edu> wrote:

Hi NC support,

As I understand it, Ad Hoc cmte meetings do not have to be open to the public if they have no members that are stakeholders. This is our exec cmte to discuss motion wording to come before the entire council.

Please clarify.

Thanks,

Lisa

**From:** [betty.wong@lacity.org](mailto:betty.wong@lacity.org) [<mailto:betty.wong@lacity.org>] **On Behalf Of** NC Support  
**Sent:** Tuesday, April 25  
**To:** Stephen Resnick <[REDACTED]>  
**Cc:** Chapman, Lisa <[REDACTED]@[REDACTED].ucla.edu>; Jasmine Elbarbary <[jasmine.elbarbary@lacity.org](mailto:jasmine.elbarbary@lacity.org)>; Semee Park <[semee.park@lacity.org](mailto:semee.park@lacity.org)>  
**Subject:** Re: WWNC Agenda - Executive Committee

Dear Neighborhood Council,

Thank you for your email. We are unable to post your request to the ENS website. All Neighborhood Council meetings are open to the public. Neighborhood Council cannot have closed meetings, it's a Brown Act violation.

Please contact and consult with your PC via email; [jasmine.elbarbary@lacity.org](mailto:jasmine.elbarbary@lacity.org) for rescheduling of meeting.

On Mon, Apr 24, 2017 at 5:03 PM, Stephen Resnick <[REDACTED]> wrote:

NC Support,

Attached is the agenda, *in PDF form*, for an **Executive Committee** meeting of the Westwood Neighborhood Council. Please let me know if you have any questions.

Stephen Resnick, Secretary

Westwood Neighborhood Council

--

Best Regards,  
NC Support Team

**Department of Neighborhood Empowerment**

200 N. Spring Street, Suite 2005

Los Angeles, CA 90012

Office | [213-978-1551](tel:213-978-1551) Fax | [213-978-1751](tel:213-978-1751)

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**EMPOWERLA LEADERSHIP ACADEMY**

---

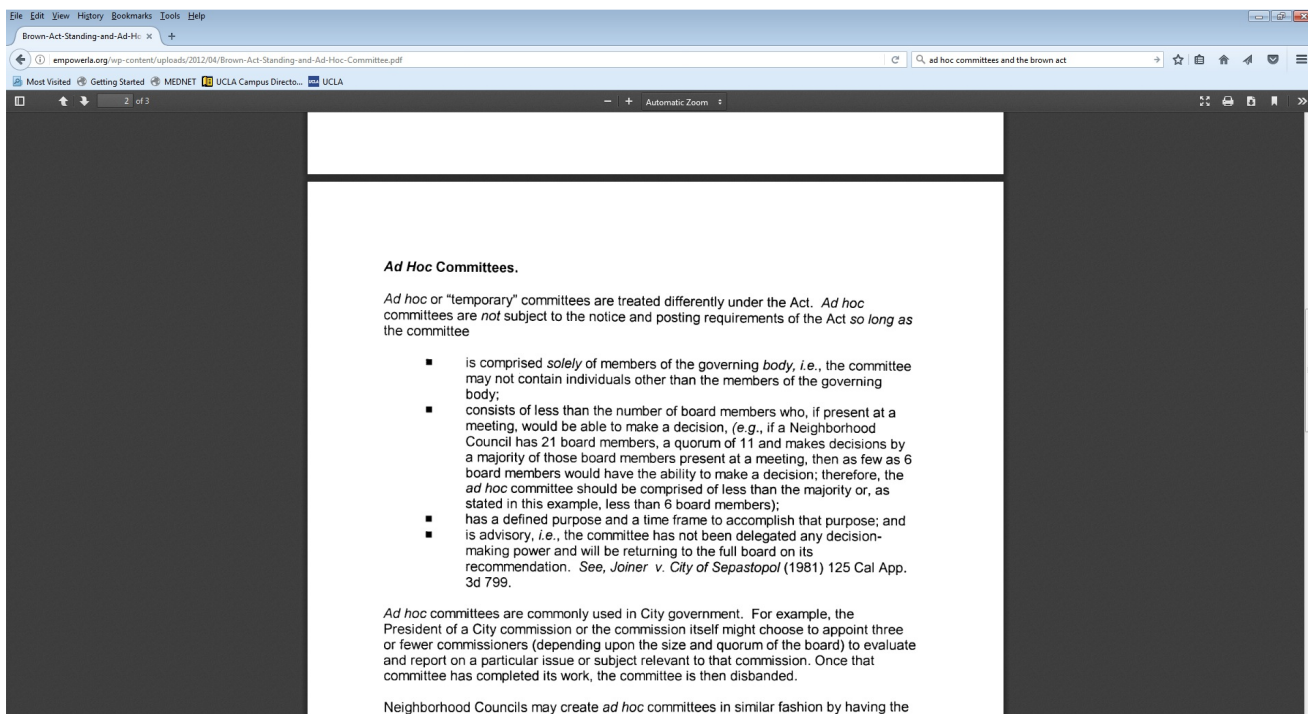
UCLA HEALTH SCIENCES IMPORTANT WARNING: This email (and any attachments) is only intended for the use of the person or entity to which it is addressed, and may contain information that is privileged and confidential. You, the recipient, are obligated to maintain it in a safe, secure and confidential manner. Unauthorized redisclosure or failure to maintain confidentiality may subject you to federal and state penalties. If you are not the intended recipient, please immediately notify us by return email, and delete this message from your computer.

-----  
From: **Stephen Resnick** <[REDACTED]>  
Date: Tue, Apr 25, 2017 at 2:43 PM  
To: [mario.hernandez@lacity.org](mailto:mario.hernandez@lacity.org)

----- Forwarded message -----

From: **Chapman, Lisa** <[REDACTED]@[REDACTED].ucla.edu>  
Date: Tue, Apr 25, 2017 at 11:31 AM  
Subject: RE: WWNC Agenda - Executive Committee  
To: Semee Park <[semee.park@lacity.org](mailto:semee.park@lacity.org)>  
Cc: NC Support <[ncsupport@lacity.org](mailto:ncsupport@lacity.org)>, Stephen Resnick <[REDACTED]> Jasmine Elbarbary <[jasmine.elbarbary@lacity.org](mailto:jasmine.elbarbary@lacity.org)>

Could you please explain this from Empower LA:



**From:** Semee Park [mailto:[semee.park@lacity.org](mailto:semee.park@lacity.org)]

**Sent:** Tuesday, April 11:

**To:** Chapman, Lisa <[REDACTED]@[REDACTED].ucla.edu>

**Cc:** NC Support <[ncsupport@lacity.org](mailto:ncsupport@lacity.org)>; Stephen Resnick <[REDACTED]> Jasmine Elbarbary <[jasmine.elbarbary@lacity.org](mailto:jasmine.elbarbary@lacity.org)>

**Subject:** Re: WWNC Agenda - Executive Committee

Hi Lisa,

-----  
**From:** Mario Hernandez <[mario.hernandez@lacity.org](mailto:mario.hernandez@lacity.org)>

**Date:** Tue, Apr 25, 2017 at 3:19 PM

**To:** Lisa Chapman <[REDACTED]@[REDACTED].ucla.edu>, Stephen Resnick <[REDACTED]>

**Cc:** Semee Park <[semee.park@lacity.org](mailto:semee.park@lacity.org)>, Jasmine Elbarbary <[jasmine.elbarbary@lacity.org](mailto:jasmine.elbarbary@lacity.org)>

HI Lisa,

In response to an email and phone conversation with Stephen Resnick, Your questions regarding the posting requirements of an Ad Hoc meeting and public participation has been forwarded the Office of the City Attorney review. Additionally, Stephen stated the reason for wanting a closed meeting is the meeting location will be a private residence. The use of a private residence may be an issue to ADA requirements.

Once City Attorney has reviewed, you will provided with an update.

If you have any further questions, please contact Jasmine Elbarbary or Semee Park at (818) 374-9898. They are not in the office today, but should return tomorrow.

Thank you.

Mario Hernandez  
Project Coordinator

**Department of Neighborhood Empowerment**

200 N. Spring Street, Fl 20

Los Angeles, CA 90012

Office | [213-473-7472](tel:213-473-7472) Fax | [213-978-1751](tel:213-978-1751)

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**EMPOWERLA LEADERSHIP ACADEMY**

<https://www.youtube.com/watch?v=Ij77Zz-RsFo>

Attachments area

Preview YouTube video Welcome to EmpowerLA!



-----  
From: **Mail Delivery Subsystem** <[mailer-daemon@googlemail.com](mailto:mailer-daemon@googlemail.com)>

Date: Tue, Apr 25, 2017 at 3:20 PM

To: [mario.hernandez@lacity.org](mailto:mario.hernandez@lacity.org)



## Address not found

Your message wasn't delivered to **nc@lacity.org** because the address couldn't be found. Check for typos or unnecessary spaces and try again.

[LEARN MORE](#)

The response from the remote server was:

550 5.1.1 The email account that you tried to reach does not exist. Please try double-checking the recipient's email address for typos or unnecessary spaces. Learn more at <https://support.google.com/mail/?p=NoSuchUser> a26si31586614wra.327 - gsmt

Final-Recipient: rfc822; [nc@lacity.org](mailto:nc@lacity.org)

Action: failed

Status: 5.1.1

Remote-MTA: dns; [aspmx.l.google.com](https://aspmx.l.google.com). (2a00:1450:400c:c0a::1a, the server for the domain [lacity.org](https://lacity.org).)

Diagnostic-Code: smtp; 550-5.1.1 The email account that you tried to reach does not exist. Please try

550-5.1.1 double-checking the recipient's email address for typos or

550-5.1.1 unnecessary spaces. Learn more at

550 5.1.1 <https://support.google.com/mail/?p=NoSuchUser> a26si31586614wra.327 - gsmt

Last-Attempt-Date: Tue, 25 Apr 2017 15:20:13 -0700 (PDT)

----- Forwarded message -----

From: Mario Hernandez <[mario.hernandez@lacity.org](mailto:mario.hernandez@lacity.org)>

To: Lisa Chapman <[REDACTED]@[REDACTED].ucla.edu>, Stephen Resnick <[REDACTED]>

Cc: Semee Park <[semeepark@lacity.org](mailto:semeepark@lacity.org)>, Jasmine Elbarbary <[jasmine.elbarbary@lacity.org](mailto:jasmine.elbarbary@lacity.org)>

Bcc: [nc@lacity.org](mailto:nc@lacity.org)

Date: Tue, 25 Apr 2017 15:19:31 -0700

Subject: Re: WWNC Agenda - Executive Committee

Hi Lisa,

In response to an email and phone conversation with Stephen Resnick, Your questions regarding the posting requirements of an Ad Hoc meeting and public participation has been forwarded the Office of the City Attorney review. Additionally, Stephen stated the reason for wanting a closed meeting is the meeting location will be a private residence. The use of a private residence may be an issue to ADA requirements.

Once City Attorney has reviewed, you will provided with an update.

If you have any further questions, please contact Jasmine Elbarbary or

Semee Park at (818) 374-9898. They are not in the office today, but should return tomorrow.

Thank you.

Mario Hernandez  
Project Coordinator

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<<http://empowerla.org/lets-get-social/>>

<<http://empowerla.org/leadership-academy/>>

<https://www.youtube.com/watch?v=IJ77Zz-RsFo>

Attachments area

Preview YouTube video Welcome to EmpowerLA!

<<https://www.youtube.com/watch?v=IJ77Zz-RsFo&authuser=0>>

On Tue, Apr 25, 2017 at 2:43 PM, Stephen Resnick <[REDACTED]>  
wrote:

>  
> ----- Forwarded message -----  
> From: Chapman, Lisa <[REDACTED]@[REDACTED].ucla.edu>  
> Date: Tue, Apr 25, 2017 at 11:31 AM  
> Subject: RE: WWNC Agenda - Executive Committee  
> To: Semee Park <[semee.park@lacity.org](mailto:semee.park@lacity.org)>  
> Cc: NC Support <[ncsupport@lacity.org](mailto:ncsupport@lacity.org)>, Stephen Resnick <  
> [REDACTED] Jasmine Elbarbary <[jasmine.elbarbary@lacity.org](mailto:jasmine.elbarbary@lacity.org)>  
>  
>  
> Could you please explain this from Empower LA:  
>  
>  
>  
>  
>  
> \*From:\* Semee Park [mailto:[semee.park@lacity.org](mailto:semee.park@lacity.org)]  
> \*Sent:\* Tuesday, April 25, 2017 11:29 AM  
> \*To:\* Chapman, Lisa <[REDACTED]@[REDACTED].ucla.edu>  
> \*Cc:\* NC Support <[ncsupport@lacity.org](mailto:ncsupport@lacity.org)>; Stephen Resnick <  
> [REDACTED] Jasmine Elbarbary <[jasmine.elbarbary@lacity.org](mailto:jasmine.elbarbary@lacity.org)>  
>  
> \*Subject:\* Re: WWNC Agenda - Executive Committee  
>  
>



>  
> Hi Lisa,  
>  
>  
>  
> Hope all is well. All meetings (ad hoc, committee, board etc.) regardless  
> of membership must be open to the public.  
>  
>  
>  
> Please let me know if additional clarification is needed.  
>  
>  
>  
> Much thanks in advance!  
>  
>  
> On Apr 25, 2017, at 11:22 AM, Chapman, Lisa <[REDACTED]@[REDACTED].ucla.edu>  
> wrote:  
>  
> Hi NC support,  
>  
>  
>  
> As I understand it, Ad Hoc cmte meetings do not have to be open to the  
> public if they have no members that are stakeholders. This is our exec cmte  
> to discuss motion wording to come before the entire council.  
>  
>  
>  
> Please clarify.  
>  
>  
>  
> Thanks,  
>  
> Lisa  
>  
>  
>  
> \*From:\* [betty.wong@lacity.org](mailto:betty.wong@lacity.org) [mailto:[betty.wong@lacity.org](mailto:betty.wong@lacity.org)]  
> <[betty.wong@lacity.org](mailto:betty.wong@lacity.org)>] \*On Behalf Of \*NC Support  
> \*Sent:\* Tuesday, April 25, 2017 10:31 AM  
> \*To:\* Stephen Resnick <[REDACTED]>  
> \*Cc:\* Chapman, Lisa <[REDACTED]@[REDACTED].ucla.edu>; Jasmine Elbarbary <  
> [jasmine.elbarbary@lacity.org](mailto:jasmine.elbarbary@lacity.org)>; Semee Park <[semee.park@lacity.org](mailto:semee.park@lacity.org)>  
> \*Subject:\* Re: WWNC Agenda - Executive Committee  
>  
>  
>  
> Dear Neighborhood Council,  
>  
>  
>  
> Thank you for your email. We are unable to post your request to the ENS  
> website. All Neighborhood Council meetings are open to the public.

> Neighborhood Council cannot have closed meetings, it's a Brown Act  
> violation.  
>  
>  
>  
> Please contact and consult with your PC via email;  
> [jasmine.elbarbary@lacity.org](mailto:jasmine.elbarbary@lacity.org) for rescheduling of meeting.  
>  
>  
>  
> On Mon, Apr 24, 2017 at 5:03 PM, Stephen Resnick <[REDACTED]>  
> wrote:  
>  
> NC Support,  
>  
> Attached is the agenda, \*in PDF form\*, for an \*Executive Committee \*meeting  
> of the Westwood Neighborhood Council. Please let me know if you have any  
> questions.  
>  
----- Message truncated -----

-----  
From: **Mario Hernandez** <[mario.hernandez@lacity.org](mailto:mario.hernandez@lacity.org)>  
Date: Tue, Apr 25, 2017 at 3:25 PM  
To: done ncsupport <[ncsupport@lacity.org](mailto:ncsupport@lacity.org)>

Sorry bout that, didn't forward.

Thank you.

Mario Hernandez  
Project Coordinator

**Department of Neighborhood Empowerment**  
200 N. Spring Street, Fl 20  
Los Angeles, CA 90012  
Office | [213-473-7472](tel:213-473-7472) Fax | [213-978-1751](tel:213-978-1751)  
Email | [mario.hernandez@lacity.org](mailto:mario.hernandez@lacity.org) Web | [www.EmpowerLA.org](http://www.EmpowerLA.org)



<https://www.youtube.com/watch?v=IJ7Zz-RsFo>

Attachments area  
[Preview YouTube video Welcome to EmpowerLA!](#)



----- Forwarded message -----

From: **Mario Hernandez** <[mario.hernandez@lacity.org](mailto:mario.hernandez@lacity.org)>  
Date: Tue, Apr 25, 2017 at 3:19 PM  
Subject: Re: WWNC Agenda - Executive Committee

-----  
From: **Chapman, Lisa** <[REDACTED]@[REDACTED].ucla.edu>

Date: Tue, Apr 25, 2017 at 3:31 PM

To: Mario Hernandez <[mario.hernandez@lacity.org](mailto:mario.hernandez@lacity.org)>, Stephen Resnick <[REDACTED]>  
Cc: Semee Park <[semee.park@lacity.org](mailto:semee.park@lacity.org)>, Jasmine Elbarbary <[jasmine.elbarbary@lacity.org](mailto:jasmine.elbarbary@lacity.org)>

Actually the reason we wanted a closed meeting is because this is a working ad hoc for one reason only, to formulate wording for two motions to be presented to our full council for a vote in May. They are complicated, and should not be hashed out in front of stakeholders. After these motions are presented, then stakeholders can weigh in on them.

We posted this just in case, but discovered that ad hoc committees that are “solely made up of governing members” do not need to post, and we were seeking clarification. The city attorney has already weighed in, or it wouldn’t be on your site.

Now, our problem is that we should never have said anything in the first place! I don’t know why this is now turning in to such an issue. We are not hiding anything at all.

And in regards to the private residence, it is absolutely ADA compliant. Since the public won’t be there, it

shouldn't matter.

This is just more bureaucracy!

**From:** Mario Hernandez [mailto:[mario.hernandez@lacity.org](mailto:mario.hernandez@lacity.org)]  
**Sent:** Tuesday, Apr 25, 2017 at 3:23 PM  
**To:** Chapman, Lisa <[REDACTED]@[REDACTED].ucla.edu>; Stephen Resnick <[REDACTED]>  
**Cc:** Semee Park <[semee.park@lacity.org](mailto:semee.park@lacity.org)>; Jasmine Elbarbary <[jasmine.elbarbary@lacity.org](mailto:jasmine.elbarbary@lacity.org)>

-----  
From: **Semee Park** <[semee.park@lacity.org](mailto:semee.park@lacity.org)>  
Date: Tue, Apr 25, 2017 at 3:44 PM  
To: "Chapman, Lisa" <[REDACTED]@[REDACTED].ucla.edu>  
Cc: Mario Hernandez <[mario.hernandez@lacity.org](mailto:mario.hernandez@lacity.org)>, Stephen Resnick <[REDACTED]>, Jasmine Elbarbary <[jasmine.elbarbary@lacity.org](mailto:jasmine.elbarbary@lacity.org)>

Hi Lisa,

I want to reiterate, your Executive Committee is a Standing Committee. Therefore, subject to the Brown Act and advance posting and notification of the meeting.

Thank you for your understanding. If there are additional questions, I am happy to call and chat in detail.

**Semee Park**  
Director of Neighborhood Council Operations

**Department of Neighborhood Empowerment**  
14410 Sylvan St. 4th Floor  
Los Angeles, CA 91401  
Office | 818-374-9898  
Email | [Semee.Park@lacity.org](mailto:Semee.Park@lacity.org)  
Web | [www.EmpowerLA.org](http://www.EmpowerLA.org)

  
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<https://www.youtube.com/watch?v=IJ77Zz-RsFo>

-----  
From: **NC Support** <[ncsupport@lacity.org](mailto:ncsupport@lacity.org)>  
Date: Tue, Apr 25, 2017 at 3:47 PM  
To: Mario Hernandez <[mario.hernandez@lacity.org](mailto:mario.hernandez@lacity.org)>

No worries. It's taken care of. Thanks for the update.

-----  
From: **Chapman, Lisa** <[REDACTED]@[REDACTED].ucla.edu>  
Date: Tue, Apr 25, 2017 at 3:50 PM  
To: Semee Park <[semee.park@lacity.org](mailto:semee.park@lacity.org)>  
Cc: Mario Hernandez <[mario.hernandez@lacity.org](mailto:mario.hernandez@lacity.org)>, Stephen Resnick

<[REDACTED]> Jasmine Elbarbary <[jasmine.elbarbary@lacity.org](mailto:jasmine.elbarbary@lacity.org)>

It is three members of our exec cmte and one who is NOT on our exec cmte, so it should be an ad hoc cmte.

Get back to me on the ADA issue at a private location, and we will reschedule.

Thanks.

**From:** Semee Park [mailto:[semee.park@lacity.org](mailto:semee.park@lacity.org)]  
**Sent:** Tuesday, April 3, 2017 3:4  
**To:** Chapman, Lisa <[REDACTED]@[REDACTED].ucla.edu>  
**Cc:** Mario Hernandez <[mario.hernandez@lacity.org](mailto:mario.hernandez@lacity.org)>; Stephen Resnick <[REDACTED]> Jasmine Elbarbary <[jasmine.elbarbary@lacity.org](mailto:jasmine.elbarbary@lacity.org)>

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From: **Semee Park** <[semee.park@lacity.org](mailto:semee.park@lacity.org)>  
Date: Tue, Apr 25, 2017 at 4:02 PM  
To: "Chapman, Lisa" <[REDACTED]@[REDACTED].ucla.edu>  
Cc: Mario Hernandez <[mario.hernandez@lacity.org](mailto:mario.hernandez@lacity.org)>, Stephen Resnick <[REDACTED]> Jasmine Elbarbary <[jasmine.elbarbary@lacity.org](mailto:jasmine.elbarbary@lacity.org)>

Lisa,

Your Executive Committee is NOT an ad hoc committee.

**Semee Park**

Director of Neighborhood Council Operations

**Department of Neighborhood Empowerment**

14410 Sylvan St. 4th Floor

Los Angeles, CA 91401

Office | 818-374-9898

Email | [Semee.Park@lacity.org](mailto:Semee.Park@lacity.org)

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<https://www.youtube.com/watch?v=Ij77Zz-RsFo>

-----  
From: **Chapman, Lisa** <[REDACTED]@[REDACTED].ucla.edu>  
Date: Tue, Apr 25, 2017 at 4:07 PM  
To: Semee Park <[semee.park@lacity.org](mailto:semee.park@lacity.org)>  
Cc: Mario Hernandez <[mario.hernandez@lacity.org](mailto:mario.hernandez@lacity.org)>, Stephen Resnick <[REDACTED]> Jasmine Elbarbary <[jasmine.elbarbary@lacity.org](mailto:jasmine.elbarbary@lacity.org)>

Semee, please read what I wrote. I said it was 3 members of our exec cmte and one who was NOT a part of the exec cmte.

**From:** Semee Park [mailto:[semee.park@lacity.org](mailto:semee.park@lacity.org)]

**Sent:** Tuesday, April 25, 2017 4:02 PM

-----  
From: **Semee Park** <[semee.park@lacity.org](mailto:semee.park@lacity.org)>

Date: Tue, Apr 25, 2017 at 4:28 PM

To: "Chapman, Lisa" <[REDACTED]@[REDACTED].ucla.edu>

Cc: Mario Hernandez <[mario.hernandez@lacity.org](mailto:mario.hernandez@lacity.org)>, Stephen Resnick

<[REDACTED]> Jasmine Elbarbary <[jasmine.elbarbary@lacity.org](mailto:jasmine.elbarbary@lacity.org)>, Gibson Nyambura

<[gibson.nyambura@lacity.org](mailto:gibson.nyambura@lacity.org)>

Lisa,

Please give me a call at 818-374-9898 to discuss. I feel like we're not communicating effectively.

The point I want to make it, according to your agenda, it is listed as "Executive Committee Meeting," and since the City Attorney has provided clarification that your Executive Committee is a Standing Committee, and not ad hoc, meeting must be open to the public.

Now, I understand the need to "hash out" the details in a more "controlled" manner, however, the public must be able to participate.

Finally, I want to let you know, here at EmpowerLA, we have hired additional staff and will now be attending your meetings moving forward to provide support to Westwood NC. Gibson Nyambura (cc'ed here in this email) is your assigned Neighborhood Empowerment Advocate (NEA) and will be introducing himself to the group shortly.

Hope this help. And please know we're not trying to hinder your business in any way however, there are laws/rules we have to follow and posting the agenda, and having an public meeting is something that needs to occur in this case.

Best Regards,

**Semee Park**

Director of Neighborhood Council Operations

**Department of Neighborhood Empowerment**

14410 Sylvan St. 4th Floor

Los Angeles, CA 91401

Office | 818-374-9898

Email | [Semee.Park@lacity.org](mailto:Semee.Park@lacity.org)

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**EMPOWERLA LEADERSHIP ACADEMY**

<https://www.youtube.com/watch?v=IJ77Zz-RsFo>

**Subject:** PRA - CASE #22157  
**From:** Mario Hernandez <mario.hernandez@lacity.org>  
**To:** ELA PRA <ela.pra@lacity.org>  
**Date Sent:** Tuesday, July 3, 2018 4:21:23 PM GMT-07:00  
**Date Received:** Tuesday, July 3, 2018 4:22:05 PM GMT-07:00

---

Thank you.

Mario Hernandez  
Neighborhood Council Advocate

**Department of Neighborhood Empowerment**  
200 N. Spring Street, Suite 2005  
Los Angeles, CA 90012  
Office | (213) 473-7472 Fax | (213) 978-1751  
Email | [Mario.Hernandez@LACity.org](mailto:Mario.Hernandez@LACity.org) Web | [www.EmpowerLA.org](http://www.EmpowerLA.org)



**Forwarded conversation**  
**Subject: Fwd: Bike Safety Class Funding**

-----

From: **Jasmine Elbarbary** <[jasmine.elbarbary@lacity.org](mailto:jasmine.elbarbary@lacity.org)>  
Date: Tue, Apr 18, 2017 at 2:01 PM  
To: Mario Hernandez <[mario.hernandez@lacity.org](mailto:mario.hernandez@lacity.org)>

**Jasmine Elbarbary**  
Neighborhood Council Advocate

**Department of Neighborhood Empowerment**  
200 N. Spring Street, Suite 2005  
Los Angeles, CA 90012  
Office | 213-978-1551 Fax | 213-978-1751  
Email | [EmpowerLA@lacity.org](mailto:EmpowerLA@lacity.org) Web | [www.EmpowerLA.org](http://www.EmpowerLA.org)



The ones who are crazy enough to think they can change the world are the ones that do.

----- Forwarded message -----

From: **Kadota, Rob** <[REDACTED]@[REDACTED].ucla.edu>

Date: Mon, Apr 17, 2017 at 2:16 PM

Subject: Bike Safety Class Funding

To: Jasmine Elbarbary <[jasmine.elbarbary@lacity.org](mailto:jasmine.elbarbary@lacity.org)>, "[clerk.ncfundin@lacity.org](mailto:clerk.ncfundin@lacity.org)" <[clerk.ncfundin@lacity.org](mailto:clerk.ncfundin@lacity.org)>

Cc: Mitchell Rishe <[REDACTED]> Sarah Auerswald <[REDACTED]>

The Mar Vista Community Council has approved a funding motion to purchase bike safety materials and offer a bike safety class to interested parties.

Is there a way we can ask participants to share the cost of the class? Cycling Savvy charges \$95 for their three session class (one classroom session and two on bike sessions). We'd like to offer the class to specific organizations and cycling clubs in the West LA area as well as the general public and wanted to explore with you if that type of arrangement is possible. We also think due to the time demand if we offer it for free people will sign up but not attend so we're looking for them to contribute to the cost of the class.

Ideally we want representatives from neighboring NCs to send one person to the class as well as encourage local bike shop owners/managers and active cycling clubs in West LA to attend at free or discounted rates in the hopes that they will see the value of offering these classes to the constituents in the future. This is part of our support and concern for the City of LA's Vision Zero efforts to reduce traffic fatalities and injuries to zero!

Your thoughts, concerns and recommendations are most appreciated.

Best regards,

Rob Kadota 門多

Chair - Mar Vista Community Council

[REDACTED]

[REDACTED] Barry Ave, LA CA 90066

[REDACTED]@[REDACTED].ucla.edu

[www.marvista.org](http://www.marvista.org)

[www.facebook.com/marvistacc](https://www.facebook.com/marvistacc)

-----



From: **Jasmine Elbarbary** <[jasmine.elbarbary@lacity.org](mailto:jasmine.elbarbary@lacity.org)>  
Date: Tue, Apr 18, 2017 at 4:51 PM  
To: "Kadota, Rob" <[R\[REDACTED\]@ucla.edu](mailto:R[REDACTED]@ucla.edu)>  
Cc: "[clerk.ncfundin@lacity.org](mailto:clerk.ncfundin@lacity.org)" <[clerk.ncfundin@lacity.org](mailto:clerk.ncfundin@lacity.org)>, Mitchell Rishe  
<[\[REDACTED\]](mailto:[REDACTED])> Sarah Auerswald <[\[REDACTED\]](mailto:[REDACTED])>

Hi, Rob,

Thanks for your email and congratulations on all the great work the Bike Mar Vista! Committee and the MVCC is doing. As far as offering the class to specific organizations and cycling clubs in the West LA area, unfortunately it cannot be made specific as it has to be come one/come all. However, you could always do targeted outreach to specific groups and clubs.

I'm not sure that you can have people pay for this. If I'm understanding your email correctly, MVCC wants to subsidize the cost for people in the community.

If that is your desired outcome, perhaps doing an NPG through an organization and letting the organization run with it would be better, easier, and more efficient for everyone involved.

For example, if you did an NPG for \$1,000 that NPG could then be used to discount the cost of such a class; however, if the pricing is \$95 through Cycling Savvy then it will become steep and perhaps raise eyebrows as to how the use of public funds is going.

You could also try it as an event? MVCC could sponsor an event, Cycling Savvy could run it, but then they'd have to provide certificates of insurance and you'd have to collectively find a location and do waivers, etc. since bikers will be in the streets.

Have you thought about teaming up with Ciclavia? Since they're a 501c3 you could do an NPG with them.

I want to help you get to a yes! Let me know what your thoughts are.

Best,

**Jasmine Elbarbary**  
Neighborhood Council Advocate

**Department of Neighborhood Empowerment**  
200 N. Spring Street, Suite 2005  
Los Angeles, CA 90012  
Office | [213-978-1551](tel:213-978-1551) Fax | [213-978-1751](tel:213-978-1751)  
Email | [EmpowerLA@lacity.org](mailto:EmpowerLA@lacity.org) Web | [www.EmpowerLA.org](http://www.EmpowerLA.org)



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EMPOWER LA™**  
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**NEIGHBORHOOD EMPOWERMENT**



*Empower Yourself. Empower Your Community. Empower LA.*



**EMPOWERLA LEADERSHIP ACADEMY**

The ones who are crazy enough to think they can change the world are the ones that do.

On Mon, Apr 17, 2017 at 2:16 PM, Kadota, Rob <[\[REDACTED\]@ucla.edu](mailto:[REDACTED]@ucla.edu)> wrote:

The Mar Vista Community Council has approved a funding motion to purchase bike safety materials and offer a bike safety class to interested parties.

Is there a way we can ask participants to share the cost of the class? Cycling Savvy charges \$95 for their three session class (one classroom session and two on bike sessions). We'd like to offer the class to specific organizations and cycling clubs in the West LA area as well as the general public and wanted to explore with you if that type of arrangement is possible. We also think due to the time demand if we offer it for free people will sign up but not attend so we're looking for them to contribute to the cost of the class.

Ideally we want representatives from neighboring NCs to send one person to the class as well as encourage local bike shop owners/managers and active cycling clubs in West LA to attend at free or discounted rates in the hopes that they will see the value of offering these classes to the constituents in the future. This is part of our support and concern for the City of LA's Vision Zero efforts to reduce traffic fatalities and injuries to zero!

Your thoughts, concerns and recommendations are most appreciated.

Best regards,

Rob Kadota 門多

Chair - Mar Vista Community Council

[REDACTED]

[REDACTED] Barry Ave, LA CA 90066

[REDACTED]@ [REDACTED] [ucla.edu](mailto:[REDACTED]@ucla.edu)

[www.marvista.org](http://www.marvista.org)

[www.facebook.com/marvistacc](https://www.facebook.com/marvistacc)

**Subject:** PRA - CASE #22157  
**From:** Mario Hernandez <mario.hernandez@lacity.org>  
**To:** ELA PRA <ela.pra@lacity.org>  
**Date Sent:** Tuesday, July 3, 2018 4:20:56 PM GMT-07:00  
**Date Received:** Tuesday, July 3, 2018 4:21:37 PM GMT-07:00

---

Thank you.

Mario Hernandez  
Neighborhood Council Advocate

**Department of Neighborhood Empowerment**  
200 N. Spring Street, Suite 2005  
Los Angeles, CA 90012  
Office | (213) 473-7472 Fax | (213) 978-1751  
Email | [Mario.Hernandez@LACity.org](mailto:Mario.Hernandez@LACity.org) Web | [www.EmpowerLA.org](http://www.EmpowerLA.org)



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**EMPOWERLA LEADERSHIP ACADEMY**

----- Forwarded message -----

**From:** Judy Branfman <[REDACTED]@ucla.edu>

**Date:** Tue, Apr 18, 2017 at 3:28 PM

**Subject:** Venice Neighborhood Council: Board Meeting April 18th 2017 - Agenda Item: 13A VNC - Bylaws Amendments

**To:** [board@venicenc.org](mailto:board@venicenc.org), [Commission@empowerla.org](mailto:Commission@empowerla.org)

Venice Neighborhood Council members,

I strongly oppose the proposed changes to: Meetings: Code of Ethics in the By-Laws and Standing Rules of the Venice Neighborhood Council. Unfortunately this came to my attention too late to attend the meeting tonight so I'm writing for the record with great concern.

Our community needs the VNC to protect us from the unchecked assault of real estate interests. To remove the requirement of a Council Member to recuse themselves from voting on an issue that they have a conflict of interest in, goes against the very nature of the Council.

This will impact every vote the VNC will take now and in future. Nine current board members work in the building and real estate professions. Seven of the nine LUPC members are also in building and/or real estate, and four of the five Election and Rules Committee members also make all or part of their livelihood in some aspect of the profession. All have access to city planning staff. The conflict is clear - this proposal clearly says that VNC members are elected to look after their own interests and not the community's.

The attempt to “fast-track” a proposed change to the By-Laws and Standing Rules on an issue that fundamentally alters the way in which the Council functions, without a public hearing, is dishonest and an insult to the community.

Sincerely,

Judy Branfman

████████ Main

Venice

**Subject:** PRA - CASE #22157  
**From:** Mario Hernandez <mario.hernandez@lacity.org>  
**To:** ELA PRA <ela.pra@lacity.org>  
**Date Sent:** Tuesday, July 3, 2018 4:20:38 PM GMT-07:00  
**Date Received:** Tuesday, July 3, 2018 4:21:21 PM GMT-07:00

---

Thank you.

Mario Hernandez  
Neighborhood Council Advocate

**Department of Neighborhood Empowerment**  
200 N. Spring Street, Suite 2005  
Los Angeles, CA 90012  
Office | (213) 473-7472 Fax | (213) 978-1751  
Email | [Mario.Hernandez@LACity.org](mailto:Mario.Hernandez@LACity.org) Web | [www.EmpowerLA.org](http://www.EmpowerLA.org)



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**EMPOWERLA LEADERSHIP ACADEMY**

----- Forwarded message -----

**From:** Janet Hernandez <[janet.a.hernandez@lacity.org](mailto:janet.a.hernandez@lacity.org)>  
**Date:** Tue, Jan 10, 2017 at 4:06 PM  
**Subject:** NHNENC - Approved FRF - Clean Up Event Case#15857  
**To:** Ernie Moscoso <[nohonortheastnc@gmail.com](mailto:nohonortheastnc@gmail.com)>, Michael Menjivar <[\[REDACTED\]@ucla.edu](mailto:[REDACTED]@ucla.edu)>  
**Cc:** Mario Hernandez <[mario.hernandez@lacity.org](mailto:mario.hernandez@lacity.org)>, Leyla Campos <[leyla.campos@lacity.org](mailto:leyla.campos@lacity.org)>

Good afternoon,

I hope this email finds you well. Attached please find your approved NC Event Approval Form for the Community Clean Up Event. Please retain this communication for your processing and records. Please be reminded to include a copy of the approved Event Request Package, along with appropriate vendor documentation, with the submission of your Monthly Expenditure Report (MER).

If you require a cash request in the amount of \$1000 for this expense, please submit a cash request and we will process it into your Neighborhood Council checking account.

If you have any questions, please contact me at the number or e-mail listed and reference case#15857.

Thank you

--

**Janet Hernandez**  
**Administrative Clerk**

Office of the City Clerk  
Administrative Services Division  
200 N. Spring Street  
Los Angeles, CA 90012  
Office | [213-978-1690](tel:213-978-1690) Fax | [213-978-1751](tel:213-978-1751)  
Email | [janet.a.hernandez@lacity.org](mailto:janet.a.hernandez@lacity.org) Web | [www.EmpowerLA.org](http://www.EmpowerLA.org)



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**Office of the City Clerk Administrative Services Division  
Neighborhood Council Funding Section  
Funding Request Form**

NC NAME: North Hollywood Northeast

Budget Fiscal Year: 2016-2017

Meeting Date: 11-17-2016

Agenda Item: 9

Requestor: Ernest Moscoso

Vendor: \_\_\_\_\_

Address: \_\_\_\_\_

City: North Hollywood State: CA

Zip Code: \_\_\_\_\_ Phone: \_\_\_\_\_

Amount: \$ 1,000

# of payments: \_\_\_\_\_

- ☐ Operations    ☒ Outreach    ☐ NC Sponsored Event    ☐ Neighborhood Purpose Grant  
☐ Contract / Lease    ☐ Board Member Reimbursement    ☐ Community Improvement Project  
☐ Out of State    ☐ 1099 Expense    ☐ One Time Expense    ☐ Monthly    ☐ Multiple

If a bank card exemption of the daily \$2,500 limit is required for this request, please provide the date(s) and amount needed for the daily limit to be lifted:

Public Benefit  
Description

MLK Clean-up and beautification to be held on Monday, January 16, with representatives at Los Angeles Fire Station No. 54

**Vote Count** (Continued on page 2 if more than 20 Board Members)

\*Recused-Boardmember must leave the room prior to any discussion and may not return to the room until after the vote is completed.

Board Member Name	Board Position	Yes	No	Abstain	*Recused	Absent	Ineligible
Ernest Moscoso	President	X					
Chuck Loring	Vice President					X	
Ellen Oganesyan	Secretary			X			
Michael Menjivar	Treasurer		X				
Ruben Borges						X	
J. Eric Freedner		X					
Donald Dorick <b>E</b>		X					
Salvador Guerrero		X					
Drexel Heard						X	
Judy Harris		X					
Jack Lindblad		X					
Aaron Molina		X					
Ashot Oganesyan						X	
NC Quorum: <u>7</u> ✓	Grand Total (including page 2):	7	1	1	0	4	0

We, the Treasurer and Signer of the above indicated Council, declare that the information presented on this form is accurate and complete, and that a public meeting was held in accordance with the Brown Act, where with a quorum of Board Members present, the Council approved the above action.

Once the Department approves a Funding Request submitted, the Department will transfer the requested amount into the Neighborhood Council's checking account automatically, i.e. no additional Cash Request Form is required.

Treasurer's Signature: <u>[Signature]</u>	Signer's Signature: <u>[Signature]</u>
Print/Type name: <u>Michael Menjivar</u>	Print/Type name: <u>Ernest Moscoso</u>
Date (mm/dd/yy): <u>11-17-2016</u>	Date (mm/dd/yy): <u>11-17-2016</u>
<b>Department Use Only</b> <input type="checkbox"/> Contract <input type="checkbox"/> CIP <input type="checkbox"/> Advanced Payment <input checked="" type="checkbox"/> Approved <input type="checkbox"/> >\$2,500 <input type="checkbox"/> NPG <input checked="" type="checkbox"/> Sponsored Event <input type="checkbox"/> Denied	1st Level: <u>01/10/17</u> 2nd Level: <u>1.10.16</u> Authorization Code: <u>NHNENC-15857</u>





## NEIGHBORHOOD COUNCIL EVENT APPROVAL FORM



200 N. Spring Street, Rm 224, Los Angeles, CA 90012 • (213) 978-1551 or Toll-Free 3-1-1

E-mail: [CityClerk.Funding@LACity.org](mailto:CityClerk.Funding@LACity.org) [www.EmpowerLA.org](http://www.EmpowerLA.org)

Events are great opportunities for Neighborhood Councils to interact with their stakeholders. There are, however, liability and permitting issues that must be handled prior to the event. The Office of the City Clerk Administrative Services Division Funding Section must approve a Neighborhood Council sponsored event before any payments can be processed. **Please complete, sign this form and submit at least 30 days prior to your event.**

Neighborhood Council: North Hollywood North East

The Neighborhood Council is the ☐ Main Sponsor or ☐ Co-Sponsor for the event.

Main sponsor: CD2 Councilman Kirkorian

Contact Person: Lorraine Diaz

Phone: 818.755.7676

Email: lorraine.diaz@lacity.org

Co-Sponsor (if applicable): \_\_\_\_\_

Contact Person: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

### Event Information

Event Description (festival, movie night, etc.): Community Clean Up

Date: 01/16/2017 Time Frame: 8:30 am-1:30pm Est. number of attendees: 100 Event Budget: \$ 1000

Venue Name: LAFD Station 89 (staging area)

Venue Address: 7063 Laurel Canyon, North Hollywood, Ca 91605

Contact Person: Fire Captian on duty

Phone: 818.756.8689

Email: \_\_\_\_\_

**Please note:** If the location for the event is at City facility, e.g. park, the location approval may be easier and at little or no cost. If the location for event is not a City facility, a separate contract may be needed and can take 30 days to complete.

**Documents scanned and emailed to [CityClerk.Funding@lacity.org](mailto:CityClerk.Funding@lacity.org) for approval PRIOR to event:**

☒ Neighborhood Council Event Approval Form – Completed and signed by Treasurer, Second Signatory or Event Chair

☒ Funding Request Form – Completed and signed by Treasurer and Second Signatory

☒ Itemized Detailed Event Budget – Total budget with funding categories (food, entertainment, flyers, permits, etc.) and with specific vendors if available.

☐ **If a bank card exemption of the daily \$2,500 limit is required for this event, please provide the date(s) and amount needed for the daily limit to be lifted:** \_\_\_\_\_

**Please note:** Missing or incomplete required documents will delay approval.



The City of Los Angeles provides Neighborhood Councils with event liability coverage in the amount of \$5 million. Depending on the type of event, there may be additional permits and liability issues that must be addressed prior to the event, or the Neighborhood Council will be liable for any penalties or injuries incurred at the event. There may be fees attached to obtaining permits and additional liability so please budget accordingly. It may be easier to partner with the City family or a community based organization or even hire a producer (will require a contract prepared by the Department) so that they can obtain/handle the necessary permits and liability issues instead. The following must be obtained **PRIOR TO THE EVENT** if they are applicable to your event:

**If FOOD is being purchased/provided/distributed/served at your event, you may be required to obtain the following documents:**

- ☐ LA County Public Health Department Permit – if the food is free, no permit is required. If there are tickets being sold for vendor food booths (e.g. "Taste of" type of event, which needs to have a sponsor besides the Neighborhood Council to accept the funds), a paid permit is required, but the fee will be waived if held at a City park.
- ☐ LA Fire Department – contact for a permit for use of barbecues or to determine whether a first aid station is necessary

**You may need ADDITIONAL INSURANCE for your event from Vendors if they are providing the following services:**

- ☐ Jumper/Bouncer (Inflatables) – the City of Los Angeles will need to be listed as an Additional Insured by the company
- ☐ Games (e.g. dunk tank, other carnival style games) – City Risk Management will need to review
- ☐ Food (purchased, provided, distributed and/or served) – City Risk Management may need to review

**If RENTING a vehicle or truck to transport event materials:**

- ☐ Renting and driving of vehicle/truck must be by a board member
- ☐ Additional Insurance offered by the rental company must be purchased in full

**ADDITIONAL PERMITS may be required if the event has:**

- ☐ Over 500 attendees, which may require LAPD presence - LAPD Special Events
- ☐ Street closures for block parties - Bureau of Street Services or LADOT for larger street closures, such as a parade
- ☐ Tents/canopies larger than 450 square feet or stages/platforms more than 30 inches above grade - Building and Safety

**CONTACT INFORMATION for possible permits:**

- Street Maintenance - (213) 847-2999
- Building and Safety - (213) 482-0387
- LADOT (Traffic Officers) - (323) 913-4652
- LADOT (Signs) - (213) 485-2298
- LADOT (Special Operations) - (323) 224-2124
- Risk Management - (213) 978-7475
- LAPD - (213) 486-0410
- LAFD - (213) 978-3650
- Sanitation - (213) 485-3612
- Street Services - <http://bsspermits.lacity.org/spevents/>
- LA County Public Health Dept. - <http://publichealth.lacounty.gov>

**Original documents to submit with your Monthly Expenditure Report for the event:**

- ☐ Neighborhood Council Event Approval Form – Signed by Treasurer, Second Signatory or Committee Chair
- ☐ Funding Request Form – Completed and signed by Treasurer and Second Signatory
- ☐ Board Vote Count Form – Completed and signed by Treasurer and Second Signatory
- ☐ Itemized Detailed Event Budget – Final total budget with funding categories and specific vendors. If final budget changed from original, please submit adjusted budget with new Board Vote Count Form.
- ☐ Original Invoices and Receipts
- ☐ Proof of Sponsorships (e.g. event flyers, webpage copy, etc.)
- ☐ Copies of Additional Permits (if applicable)
- ☐ Copies of Additional Insurance (if applicable)
- ☐ W-9 (for 1099 Individual Services if applicable)

I have read and understand the requirements set forth in this document and agree to comply with the required paperwork necessary for Neighborhood Council events.

Signature: [Signature] Date: 1-3-17  
Print Name: Ernest Moscoso Title: President  
Email: EMoscoso@ethnenc.org Phone: 818-726-0121

January 3, 2017

NoHoNorthEastNC

MLK Clean Up Day of Service

January 16, 2017

Budget: \$1000

Cleaner NOHO T-Shirts \$650

Water \$ 75


Breakfast Snacks \$125

Paper goods \$ 50

Miscellaneous \$100

Total \$1000





# **MLK DAY OF SERVICE COMMUNITY CLEAN UP**

Join Councilmember Paul Krekorian  
and the NoHo East Neighborhood Council  
to beautify the neighborhood

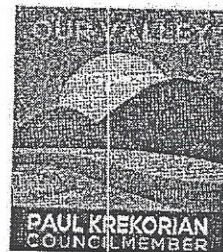
**MONDAY, JAN. 16**

**9 A.M. TO 12 NOON**

**MEET AT FIRE STATION 89**

**7063 LAUREL CANYON BLVD**

Tools will be provided for all volunteers. Free  
refreshments sponsored by Salsa & Beer  
North Hollywood. For more information,  
contact Lorraine Diaz 818-755-7676.



See back for map  
of clean up area.